

Government of West Bengal  
Office of the Deputy Director of Agriculture(Admn.) Dakshin Dinajpur & Project Director ,  
Agricultural Technology Management Agency (ATMA)  
( An Autonomous Govt. Body Register under Societies Registration Act)  
Registration No. S/IL/56944 of 2008-09  
Dakshin Dinajpur: Balurghat.

**NOTICE INVITING APPLICATION FOR ENGAGEMENT OF CONTRACTUAL ACCOUNTANT CUM CLERK , COMPUTER PROGRAMMER/OPERATOR , BLOCK TECHNOLOGY MANAGER, ASSISTANT TECHNOLOGY MANAGER UNDER ATMA IN DAKSHIN DINAJPUR DISTRICT.**

In cancellation to this office Notification No. 51(38)/ATMA dated 04-03-2013 & No. 221(98)/ATMA dated 25-10-2013 as per last Governing Board resolution of ATMA held on 21-07-20214 and fresh application are hereby invited from willing and eligible persons for engagement on contractual basis to the post as noted below on purely temporary basis under the scheme " Support to State Extension programme for Extension Reforms(ATMA) " in Dakshin Dinajpur District . **Candidates applied earlier fulfilling the desired qualifications and experiences as has been mentioned in this advertisement are eligible to apply freshly .**

Post Code	Name of Post	No. of Post.	Please of posting	Qualification	Desirable	Remuneration	Age
01	Accountant Cum Clerk	01	Office of the Project Director ATMA, Dakshin Dinajpur	Graduate Preferable B Com	Minimum 3 years experience	Upper limit Rs. 21000/-per month	21 to 40 yrs.
02	Computer Programmer /Operator	01	Office of the Project Director ATMA, Dakshin Dinajpur	i. )B. Tech/M.C.A. for Computer programmer ii) Graduate with Diploma in computer Applications or and equivalent qualification from a recognized or reputed institution.	1 years experience for B. Tech and 1.5 years for MCA  1 year experience	Average figure Rs. 16.000 per month	21 to 40 yrs.
03.	Block Technology Manager	08	1(One) each in the Office of the Asstt. Director of Agriculture & convener, FIAC	Graduate /Post Graduate in Agri/Allied Sector with Computer Skill	Minimum 2 years field experience in Agri. Related activities.	Consolidated Rs. 25,000 per Month.	21 to 40 yrs
Post Code	Name of Post	No. of Post.	Please of posting	Qualification	Desirable	Remuneration	Age
04	Assistant Technology Manager	24	3(One) each in the Office of the Asstt. Director of Agriculture & convener, FIAC	Graduate /PG in Agri/Horti/ Economics/ Marketing /Veterinary Sciences/ AHD/ Fisheries	-	Consolidated Rs. 15,000 per Month.	21 to 40 yrs.

**OTHER TERMS AND CONDITIONS REGULATING THE CONTRACTURAL ENGAGEMENT**

1. Applicant must be a citizen of India and must have rural background (resides in rural area, having experience in utilizing farm implements/technology will be given preference).
2. Selected candidates will be engaged as purely on contractual basis only for a period of 1(one) year subject to periodic evaluation by the ATMA Management Committee .
3. The tenure of engagement may however be extended/ reduced thereafter on the basis of performance, ability and physical condition of the individual candidates and satisfaction of the AMC.
4. The successful candidate shall not at any point of time have any right to claim to be permanent employee as it is a contractual appointment, renewable on the basis of satisfactory performance and requirement of the programme.
5. The monthly remuneration/emoluments to the candidate will be paid from the fund under “ Support to State Extension Programme for extension reforms “ released or to be released by the Department of the Agriculture & Co-operation , Government of India time to time.
6. The engagement will be terminated with the discontinuation of ATMA in the State of West Bengal.
7. No additional T.A./D.A. will be paid during execution of duty in addition to normal work.
8. Successful candidates engaged for the post as Specified above shall be required to devote full time for the ATMA.
9. Successful candidates shall not be allowed to work under other organization/VO/NGO.
10. There is no provision for earned leave, Commuted leave and Extra ordinary leave to the candidates . However, only declared Govt. holiday and casual leave for 14 days in a year will be allowed.
11. Authority has right to terminate the engagement at any point of time, if the performance is found to be unsatisfactory and substandard.
12. The monthly remuneration will be paid from ATMA account for all contractual staff of ATMA.
13. Successful candidates selected for the post will have to execute and agreement on a non-judicial stamp paper of Rs. 10/-before issue of engagement latter.
14. Name of short listed candidate for written test if required will be given in the website of the District Magistrate , Dakshin Dinajpur & also hanged in the notice board of the office of the P.D. Dakshin Dinajpur as well as D.M., Dakshin Dinajpur & Chairman, ATMA, Dakshin Dinajpur (Please visit : [www.ddinajpur.nic.in](http://www.ddinajpur.nic.in))
15. Candidate must have e-mail ID & Mobile no(Mandatory)
16. Reservation as per Govt. norms.
17. The Committee have the right for rejection/acceptance of any application by any reason.

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### DUTIES AND RESPONSIBILITIES

#### **1. ACCOUNT CUM CLERK:-**

Accountant Cum Clerk will work under the Administrative control of the Project Director of ATMA , Dakshin Dinajpur. He will required to develop Accounts & ATMA related files and any other related work as assigned by the PD. ATMA, Dakshin Dinajpur.

#### **2. BLOCK TECHNOLOGY MANAGER:-**

- a) Block Technology Manager will work under the Administrative control of the Project Director, ATMA, Dakshin Dinajpur and overall supervision of the convener, Block Technology Term and Asstt. Director of Agriculture of the respective block of all ATMA related activities.
- b) Block Technology manager will assist the BTT in preparation and implementation of Block Action Plans.
- c) Operationalisation of farm Schools(Key activity to promote farmer to farmer extension).
- d) Organization of Technical Interaction with farmers interest groups and commodity interest groups (Organization of farmer around a particular commodity)
- e) Maintain an inventory of all farmers interest groups/farmers organization with in the block.
- f) Block Technology manager will maintain co-ordination and liaison with the line departments .
- g) Block Technology Manager will organize the meeting of BTT and FAC as shall act as member Secretary to the block Technology Team (BTT) & Block Farmers Advisory Committee (BFAC).
- h) BTM will compile the progress implementation of scheme.
- i) BTM will feedback to BTT & ATMA Dakshin Dinajpur.
- j) BTM will advice the farmers/FIGs in consultation with the line Departments.
- k) Any other related work as assigned by FLAC/Asstt. Director of Agriculture.

#### **3. ASSISTANT TECHNOLOGY MANAGER:-**

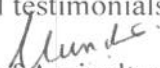
- a) Assistant Technology Manager will be placed in each block exclusively for delivery of extension service in Agriculture and allied sectors as per priority areas for blocks and will work under overall supervision of block Technology Manager and remain under the supervision of Asstt of concerned blocks as Administrative well as control of Project Director , ATMA Dakshin Dinajpur.
- b) Through the Block Level Officer of Agriculture and allied departments and Block Technology Manager, ATM, will provide necessary inputs to common service centers and Kisan call centers.
- c) With the Technical support from the BTM, the ATM will provide requisite technical and knowledge support to Farm School, Farmers Friends , Farmers Groups and Farmers in general.
- d) Any other related works assigned by FIAC/Asstt. Director of Agriculture/BTM.


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Interested and eligible persons may apply in plain paper as per enclosed Proforma to the Project Director , Agricultural Technology Management Agency(ATMA), Dakshin Dinajpur and the Deputy Director of Agricultural (Admn.) Dakshin Dinajpur Sare Tin no. More Balurghat by ~~10 September 2014~~ up to 5.00 P.M. The application in sealed covered clearly superscripted the post applied for with category be belong to be submitted either in drop box or by ordinary post. Submission in any other form will not be accepted . Delay in receipt for what ever reason will not be considered.

Last date of receipt of the complete application in ~~10 Sept. of 2014 at 5.00 p.m.~~ selection will be done on the basis of interview. Interview is likely to be held Mid September of 2014 . Candidates are advise4d to regular check in Mail and the Website of ([www.ddinajpur.nic.in](http://www.ddinajpur.nic.in)) for the date of eligible candidates incase they do not get any interview letter in the meantime or do not get and SMS through his Mobile. At time of interview original testimonials have to be produced.

  
Deputy Director of Agriculture(Admn.)  
& Project Director, ATMA  
Dakshin Dinajpur

  
District Magistrate, Dakshin Dinajpur  
& Chairman, ATMA  
Dakshin Dinajpur.

Memo.No. 216 (110) /ATMA Dated 25/08 /2014


Copy forwarded for kind information with a request for wide circulation to:-

1. The Director of Agriculture, & State Nodal Officer, ATMA, Govt. of West Bengal, Jessop Building , 63, N.S. Road, Kolkatta-700-001.
2. The Additionl Director of Agriculture( Research) , & State Nodal Officer, ATMA, Govt. of West Bengal, Jessop Building , 63, N.S. Road, Kolkatta-700-001.
3. The Additional Director of Agriculture, North Bengal Region, Jalpaiguri.
4. The Director of SAMETI, Ram Krishna Mission Asharam, Narendrapur, Kolkatta-103
- 5 . The Joint Director of Agriculture, Raiganj Range, Kornojora, Uttar Dinajpur.
6. The Sabhadhipati, Dakshin Dinajpur Zilla Parishad, Dakshin Dinajpur.
7. The District Magistrate, Dakshin Dinajpur, Balurghat.
8. The District informatics Officer, NIC Dakshin Dinajpur with a request to display in the District Magistrate , Dakshin Dinajpur Official Webside:([www.ddinajpur.nic.in](http://www.ddinajpur.nic.in)).
9. The District information and Cultural Officer, Dakshin Dinajpur with another request to publish the matter attach herewith in Uttar Banga daily news paper & any one Daily news paper for a one day with 27/08 of 2014.
10. The Secretary , Zilla Parishad , Dakshin Dinajpur for display in the Officeal Website of Dakshin Dinajpur Zilla Parishad.
11. The Deputy Director of Animal Resource Development & PO, Dakshin Dinajpur.
12. The District Horticulture officer, Dakshin Dinajpur.
13. The Asstt. Director of Fisheries, Dakshin Dinajpur.
14. The Asstt. Director of Marketing,(Admn.) Dakshin Dinajpur.

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15. The Asstt. Director of Agriculture(Admn. ) Balurghat Sub-division, Dakshin Dinajpur.  
16. The Sub-divisional Officer, Balurghat, Dakshin Dinajpur.  
17. The Sub-divisional Officer, Gangarampur at Bunidpur, Dakshin Dinajpur.  
18 to 25. The Block Development officer..... Block, D/Dinajpur.  
26. The Post Master , Balurghat Head post Office. Dakshin Dinajpur.  
27. The Station Master , Balurghat Railway Station, Dakshin Dinajpur.  
28. The Divisional Manager WBSEDCL, Power House, Balurghat, Dakshin Dinajpur.  
29. The In-Charge, RRS (OAZ)(UBKV), Majhain, Dakshin Dinajpur.  
30. The Programme Co-Ordinator, K.V.K. Dakshin Dinajpur .  
31 to 37. The Savapati..... Block , Dakshin Dinajpur.  
38 to 103. The Pradhan..... Gram Panchayet.  
104 to 111. The Asstt. Director of Agriculture..... Block, Dakshin Dinajpur.

  
Project Director of ATMA,Dakshin Dinajpur  
& Dy.Director of Agriculture(Admn)  
Dakshin Dinajpur

Memo No 216(114)/7 /ATMA

Dated 25/08 2014

- Copy forwarded for kind information with a request for wide circulation/Publicity to:-  
1.The Honorable MIC,P.W.D Administration Department, Govt.of West Bengal.  
2. The Member of Legislative Assembly.....  
Constituency D/Dinajpur.

  
Project Director of ATMA,Dakshin Dinajpur  
& Dy.Director of Agriculture(Admn)  
Dakshin Dinajpur

MATTER FOR NEWS PAPER PUBLICITY

(Preferably in Uttar Banga daily News paper & any one Daily news paper for one day)

Contractual Rectuitment/Engagement Notice

Office of the Dy.Director of Agriculture(Admn)& Project Director ATMA,Dakshin Dinajpur , Balurghat.

The Following contractual staff will be recruited in the office of the Project Director, ATMA,Dakshin Dinajpur for a period of 1 (One ) year.

- a). Accountant Cum Clerk-1No.  
b).Block Technology Manager -8Nos.

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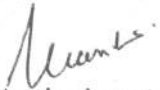
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c). Assistant Technology Manager- 24 nos

d. Computer Programmer /Operator -1 nos

The willing candidates are requested to visit the website of D.M. Dakshin Dinajpur & Zilla Parishad ,Dakshin Dinajpur ([www.ddinajpur.nic.in](http://www.ddinajpur.nic.in)) as well as Notice Board of the different public offices in this district for detailed information.

Last date of receipt of application is ~~10/09/14~~ 11/09/14 Up to 5.00.P.M

  
Deputy Director of Agriculture(Admn)  
& Project Director, ATMA  
Dakshin Dinajpur

  
District Magistrate, Dakshin Dinajpur  
& Chairman, ATMA  
Dakshin Dinajpur

CLOSING DATE OF APPLICATION : 10 September of 2014 at 5.00 p.m.

APPLICATION FOR THE CONTRACTUAL ENGAGEMENT UNDER THE SCHEME " SUPPORT TO STATE  
EXTENSION PROGRAMME FOR EXTENSION REFORMS ( ATMA) IN DAKSHIN DINAJPUR DISTRICT.

POST CODE: \_\_\_\_\_

NAME OF THE POST APPLIED FOR \_\_\_\_\_

CATEGORY :- General / SC/ST/ OBC -A/ OBC -B

Application along with all Certificates in support of Age, Qualification, Cast Certificate, Experience  
etc should be address to:-

The Project Director

Agricultural Technology Management Agency , (ATMA) Dakshin Dinajpur.

Under the Office of the Deputy Director of Agriculture(Admn.)

Dakshin Dinajpur.

Affix a  
recent  
passport  
size Colour  
photographs  
& Sign.  
across it

1. Name in Full (Block Letter) : \_\_\_\_\_

2. Father's /Husband Name : \_\_\_\_\_

3. Present Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Permanent Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Date of Birth : \_\_\_\_\_

6. Education Qualification(Since Madhyamik )

Examination passed	Name of Board/Council/University	Year of passing	Subject Taken	% of Marks obtained

7. Knowledge of Computer:

Course Completed	Name of Institution	Year of Completion	Grade obtained	Any Specific Comments , mention

8. Experience:

Name of post held/holding	Department/Organization	Working Experience	Salary Drawn per month	Reasons of Leaving
		From To		

9. Any other Specialization : \_\_\_\_\_

10. Contact/Mobile phone No(Mandatory) \_\_\_\_\_

11. e-mail I.D. (Mandatory ) \_\_\_\_\_

**DECLARATION BY THE APPLICANT:**

- I do hereby declare that the information furnished above by me are true & correct to the best of my knowledge and belief and if found false/incorrect at any stage, my candidature will be cancelled forthwith.
- I am fully aware that the engagement is purely contractual & temporary and I shall not claim for permanent engagement by virtue of this in future from any concern.

Place: \_\_\_\_\_

Dare: \_\_\_\_\_

(Full Signature of the Applicant)