



**Government of West Bengal**  
**Department of School Education**  
**State Council of Educational Research & Training**  
**Office of the Principal**

**DISTRICT INSTITUTE OF EDUCATION & TRAINING, DAKSHIN DINAJPUR**

Vill-Kurmail, P.O.-Kamarpara, P.S. - Balurghat, Dist- Dakshin Dinajpur, Pin-733145

Website: <http://dakshindinajpur.scertwb.org>

e-mail: [principal.dakshindinajpur@scertwb.org](mailto:principal.dakshindinajpur@scertwb.org)

Memo No: 38 /F.No.- 212 /DIET,DD

Dated, 07/03/2024

**Recruitment Notice (Non- Teaching Post)**

Application are being invited from the eligible Indian Citizen within 10 (Ten) days from the date of publication of the advertisement for engagement in different **Non- Teaching Post for DIET, Dakshin Dinajpur (Main Campus and 2<sup>nd</sup> Campus)** on purely contractual basis. Remuneration will be as DRW basis as per extant order of the Director, SCERT, W.B.

***Vacancy for non – teaching staff for the following posts-***

Sl. No.	Name of the Post	Campus	Qualification	Remuneration	Number of post
1.	Data Entry Operator (DEO)	Main	Graduate in any discipline with Computer proficiency	DRW basis, as per extant order of the Director, SCERT, W.B.	01
2.	Hostel Warden ( <b>Female only</b> )	Main	Graduate in any discipline		01
3.	Multi-Tasking Staff (MTS)	Main	Madhyamik or equivalent with basic computer literacy		01
4.	Multi-Tasking Staff (MTS)	2nd	Madhyamik or equivalent with basic computer literacy		01
5.	Night Guard	Main	Class VIII pass		01
6.	Night Guard	2nd	Class VIII pass		01
7.	Cleaner cum Sweeper	Main	Literate		01

**Terms & Conditions:-**

1. He/ She must be able to read, write and speak in Bengali.
2. **The post of Hostel Warden is reserved for Female candidates only and is strictly residential.**
3. For all categories of posts, experienced candidates will be preferred.
4. Mode of engagement is purely contractual / temporary basis.
5. The duration of continuous engagement for each successful candidate will not exceed 364 days in a calendar year subject to renewal every 6 months upon satisfactory service.
6. Remuneration will be as per DRW basis, Govt of West Bengal.
7. Application should reach by post or hand to the office of **The Principal, DIET, Dakshin Dinajpur, Vill – Kurmail, P.O.- Kamarpara, Dist – Dakshin Dinajpur, PIN -733145** within 10 (ten) days from the date of publication in prescribed format (attached herewith)
8. Date of interview will be informed in our website i.e., <http://dakshindinajpur.scertwb.org>
9. Selection of the interview board is final.
10. No T.A and D.A. will be admissible for appearing before the interview board.
11. As the post is purely on temporary basis therefore no reservation rules as per existing norms is being applicable here.
12. Self-attested photo copy of all testimonials with Aadhar must be attached with the Application Form.
13. All the candidates must bring their all original testimonials at the time of interview, without which his/her candidature will be cancelled.
14. Posting for Main campus will be at Vill- Kurmail ,P.O.-Kamarpara ,P.S.-Balurghat, District-Dakshin Dinajpur, PIN -733145
15. Posting for 2nd campus will be at Vill- Agapara, P.O- Singadaha, P.S- Banshihari, District- Dakshin Dinajpur, Pin 733125
16. For any technical query please call 8906927286 during 11:00AM to 4:00PM.

MIRA LAMA

Principal, DIET Dakshin Dinajpur