



# Government of West Bengal

Office of the Sub-Divisional Officer

Sadar, Krishnanagar, Nadia

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Memo No. 370 / SS

Date:- 17/03/2025

## NOTICE

Applications in the prescribed format are invited from eligible candidates to fill up the following BLF (Block Level Facilitator) under Nabadwip Development Block under the control of District Magistrate, Nadia, Minority Affairs & Madrasah Education Section, Nadia.

1. A) Name of the Post : BLF (Block Level Facilitator)
- B) No of Vacancy : 01 (one)
- C) Location of Vacancy : Nabadwip Development Block
- D) Age : Not less than 25 years and upper age limit not more than 60 years as on 01/01/2025.
- E) Essential Qualification : i) Bachelor degree from recognized University.  
ii) Certificate / Diploma in Computer Application (At least one year duration)  
iii) Knowledge of Minority Cultural, Madrasah and Wakf matters.
- F) Desirable : 02(two) years experience of work in Social Sector.
- G) Preference : Preference may be given to candidates permanently residing in the concerned block area.
- H) Remuneration : 12500/- p.m. plus T.A. / D.A. / other expenses @ Rs. 5000/- per month ( maximum).
- I) Tenure of Service : For the first time, BLF may be engaged for one year. After successful completion of one years' service further extension, if required may be considered by the District Magistrate, Nadia.

- Last date and time of submission of application(hard copy) is 9<sup>th</sup> April,2025 upto 5.00 p.m. ( 20<sup>th</sup> March,2025 to 9<sup>th</sup> April,2025)
- Application in the given proforma typed / printed on thick foolscap size (32 cm X 21 cm) white durable paper to be dropped at the drop box of Office of the Sub-Divisional Officer, Sadar, Krishnanagar, Nadia during office hours on all working days. Mailed copy will not be accepted.
- Application must reach to the office of the undersigned within the closing date i.e, 9<sup>th</sup> April,2025 upto 5.00 p.m
- Incomplete application or application received after last date and time shall be summarily rejected.

N.B. : Completed application must be submitted with 1) Two copies of recent colour passport size photograph duly signed by the candidate and one pasted on the application. 2) Photo copies of certificates regarding age proof, qualification, computer efficiency, testimonials etc. either self-certified or duly attested by competent authority, 3) Two self-addressed stamped (Rs. 5/- each) envelope.

1) Only eligible candidates will be called for written test, computer test & Viva-voice.


2) The qualification as stated above must be achieved by the applicant on or before the date of publication of advertisement.

  
Sub-Divisional Officer,  
Sadar, Krishnanagar, Nadia

Sub-Divisional Officer,  
Sadar, Krishnanagar, Nadia

Copy forwarded for information and wide publicity to:-

1. The Secretary, MA & ME Department, Government of West Bengal.
2. The District Magistrate, Nadia (Minority Affairs Cell), Krishnanagar, Nadia.
3. The Superintendent of Police, Krishnanagar Police District, Nadia.
4. The Project Director, DRDC, Nadia.
5. The Sub Divisional Officer, Kalyani, Nadia.
6. The Sub Divisional Officer, Tehatta, Nadia
7. The Sub Divisional Officer, Ranaghat, Nadia
8. The District Officer Minority Affairs, Nadia
- 9-26 The Block Development Officer, (All), Nadia.
27. The District Information and Cultural Officer, Nadia with a request to take necessary action for publication in one Bengali and one English daily newspaper for wide publicity. A short notice is enclosed herewith.
28. The District Informatics Officer, NIC, Nadia is requested to upload this notice in the official website of Nadia District.
29. C.A. to The District Magistrate, Nadia.
30. C.A. to The Additional District Magistrate (General), Nadia.
31. C.A. to The Additional District Magistrate (Development), Nadia
32. C.A. to The Additional District Magistrate (Land & Land Reforms), Nadia
33. C.A. to The Additional District Magistrate (ZP), Nadia.
34. Office Notice Board.
35. Office Copy.

  
**Sub-Divisional Officer,  
Sadar, Krishnanagar, Nadia**  
Sub-Divisional Officer,  
Sadar, Krishnanagar, Nadia



**APPLICATION FORMAT FOR THE POST OF BLF (BLOCK LEVEL FACILITATOR)-UNDER MA & ME SECTION OF THE NABADWIP DEVELOPMENT BLOCK, OF SADAR SUB-DIVISION, NADIA**

To,  
The Sub-Divisional Officer, Sadar.  
Krishnanagar, Nadia.

Paste Recent  
Passport size  
coloured  
photograph  
and sign  
across

Sir/ Madam,

I would like to apply for the post of BLF and my particulars are given below:

1.	Name of the candidate in full (in capital letters)						
2.	Father's / Mother's / Husband's Name						
3.	Communication address with PIN Code & Contact No. & Email ID						
4.	Permanent Address with PIN Code						
5.	Date of Birth (proof to be attached)						
6.	Age (as on 01/01/2025)						
7.	Educational qualification: (Self-attested photo copies of Certificate / Mark Sheets etc. to be attached)						
	Sl. No.	Examination Passed	University / Board	Year	Total Marks	Marks Obtained	% of Marks
8.	Qualification on Computer Knowledge : (Self-attested photo copies of Certificates / Mark Sheet etc. to be attached)						
9.	Work Experience: (Self-attested photo copies of Certificates to be attached)						
10.	Remarks (if any) :						

**I hereby undertake that the particulars furnished above are true to the best of my knowledge and belief. If any of the particulars supplied is found wrong at any stage of engagement, my candidature will be cancelled forthwith copies of the testimonials are attached, as asked for.**

Date: \_\_\_\_\_

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

\_\_\_\_\_  
(Signature of the applicant)