

**MUNICIPAL SERVICE COMMISSION**  
149, A.J.C. Bose Road, Kolkata – 700 014.

**Advertisement No. – 1 of 2016.**

**Recruitment Examination, 2016 for the post of Accounts Assistant (Base Level Post) under the Kolkata Metropolitan Water & Sanitation Authority.**

On-line applications are invited through our website [www.mscwb.org](http://www.mscwb.org) from the Citizens of India for recruitment to the posts of **Accounts Assistant (Base Level Post) under the Kolkata Metropolitan Water & Sanitation Authority on and from 19.11.2016.**

**Essential Qualifications:** Must be Graduate in Commerce from a recognized University.

**Desirable:** Knowledge of Computer based accounting system.

**Pay:** Pay Band – 3, Rs. 7,100 – 37,600/- + Grade Pay – Rs. 3,600/- plus other admissible allowances.

**Tentative Vacancy:**

**Main Panel - 8 [U.R. – 4, S.C – 2, S.T. – 1 & O.B.C. (A) – 1].**

**Age:** Lower and Upper age limit are 18 years and 40 years respectively as on 1<sup>st</sup> January, 2016. Upper age relaxation up to 5 (five) years is admissible only to S.C., S.T. & P.W.D. (Person with Disability) candidates and up to 3 years to O.B.C. candidates category (A & B) of West Bengal.

**Method of Recruitment & Syllabus:** The method of recruitment and Syllabus will be notified later on in our website [www.mscwb.org](http://www.mscwb.org).

**Application Fee:** (Non-Refundable)

1) Application fee for U.R. & O.B.C. (A & B) candidates is Rs. 150=00 (Rupees One hundred and fifty) only plus Processing Charges Rs. 50=00 (Rupees Fifty) plus Rs. 20=00 (Rupees Twenty) towards Bank Charges for Challan deposit.

2) For S.C., S.T. & P.W.D. candidates only Processing Charges Rs. 50=00 (Rupees Fifty) plus Rs. 20=00 (Rupees Twenty) towards Bank Charges for Challan deposit.

3) The application fees plus Processing charges as mentioned in Para's (1) and (2) above shall be collected by all the branches of the **United Bank of India and the same to be deposited to Account No. 0088010375832** through Challan generated after submission of On-line Application at our website [www.mscwb.org](http://www.mscwb.org).

4) Besides above, a candidate may opt. for On-line payment of aforesaid fees and charges through **Indiaideas.com Limited (Bill Desk)**.

**Miscellaneous:** A candidate now in service under Central or the State Government / Semi Government / Local / Statutory Body shall have to ensure that No-Objection Certificate (N.O.C.) from his / her present Employer reaches the Office of the Municipal Service Commission within 7 (Seven) days preceding the date of Personality Test / Interview. Otherwise he / she will be considered not eligible for the Personality Test / Interview.

**Last Date:** Last date for Registration for on-line application and generation of challan is **19.12.2016** and **application fee along with processing charges must be deposited to the Bank by 21.12.2016** and the process of submission of Application must be completed by **22.12.2016**.

**NOTE:** The Municipal Service Commission reserves the right to rectify errors and omissions, if any, in the process of holding the Examination and final declaration of result.

Dated, Kolkata  
The 11<sup>th</sup> November, 2016.

Secretary  
Municipal Service Commission.