



**OFFICE OF THE CHIEF EXECUTIVE OFFICER**  
Haldia Development Authority (ISO 9001:2008 Certified)  
(A Statutory Authority under Government of West Bengal)

City Centre, P.O. Debhog, Haldia-721657, Dist: Purba Medinipur  
Ph.: (03224) 255926, Fax-255927, e-mail : [ceo.hda@gmail.com](mailto:ceo.hda@gmail.com) Web.: [www.hda.gov.in](http://www.hda.gov.in) , Toll Free No. 1800-345-3224

Memo No.: **1640** /HDA/III-44F(P-I)

Date: **05** / 12 / 2016

**WALK-IN-INTERVIEW**

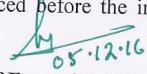
Walk-in-interview will be held for the following purely one year contractual posts under Haldia Development Authority, which may be extended if required, on 23<sup>rd</sup> day of December, 2016 at this Office. Interested eligible candidates may appear with their Bio-Data in prescribed form available in the website [www.hda.gov.in](http://www.hda.gov.in):

Designation	No of persons to be engaged	Essential qualification	Age (as on 01.12.2016)	Experience	Remuneration	Tenure
Assistant Land Manager	2 (two)	Graduate or Equivalent	60 to 64 yrs.	Retired as SRO-II or SRO-I in Government Department	Rs. 15,000.00 / per month	1 yrs. that may be extended, if requires.
Planning Draughtsman	3 (three)	Madhyamik or equivalent & Diploma in Draftsman from Government recognized School of Arts / Engineering	60 to 64 yrs.	Retired as Draughtsman in Govt. or any Government undertakings Department	Rs. 12,000.00 / per month	1 yrs. that may be extended, if requires.
Surveyor	2 (two)	Madhyamik or equivalent & Diploma in Survey Engineering any Govt. recognized institution	35 – 50 yrs.	Served as Surveyor in any recognized organization for 10 yrs. or more	Rs. 12,000.00 / per month	1 yrs. that may be extended, if requires.
Accounts Clerk	2 (two)	Madhyamik or equivalent (H.S. preferably in commerce stream)	40 – 50 yrs.	Served any organization to deal with Accounts related matters for 10 yrs. or more.	Rs. 12,000.00 / per month	1 yrs. that may be extended, if requires.

NOTE : Applicant must report by 12.00 noon on 23.12.2016 in the office of Haldia Development Authority with original testimonials/documents and one set of self attested Xerox copies of the documents /testimonials . **No candidate will be considered after 12.00 noon on 23.12.2016 for the interview.**

**Terms & Conditions :**

- (1) Documents /testimonials are to be submitted through a prescribed Bio-Data format available in website in the prescribed proforma. (xerox copies self attested are to be enclosed)
- (2) Self attested copies of the certificates in regard to age, essential & desirable qualification, experience, Photo Identification Document Issued by any Govt. Authority (e.g. PAN Card, Electors Photo Identity Card etc., PPO etc.) will have to be produced before the interview board.
- (3) No TA / DA will be provided for appearing the interview board.

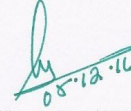
  
05.12.16  
Chief Executive Officer  
Haldia Development Authority

Memo No.: 16401(15)/HDA/III-44F(P-I)

Date: 05/12/2016

Copy forwarded for information to :

- 1) Chairman, Haldia Development Authority
- 2) The Principal Secretary to the Government of West Bengal, Urban Development Department (T& CP), Nagarayan, DF-8, Sector – I, Bidhannagar, Kolkata – 700064.
- 3) The District Magistrate, Purba Medinipur.
- 4) The Additional District Magistrate (L&LR), Purba Medinipur.
- 5) The Additional District Magistrate & Additional Executive Officer, Purba Medinipur Zilla Parishad.
- 6) The Superintending Engineer, Public Health Engineering, Western Circle, Medinipur.
- 7) The Sub-Divisional Officer, Haldia.
- 8) The Executive Engineer, Public Health Engineering , Haldia W/S Division.
- 9) The Executive Engineer, Public Health Engineering , Tamruk Division
- 10) The District Information & Cultural Officer, Purba Medinipur.
- 11) The District Informatics Officer, NIC, Purba Medinipur, Tamruk with a request to publish in the official website of Purba Medinipur District.
- 12) The System Analyst, HDA with a request to arrange to publish it in the website of HDA and make arrangement to send the same to DIO, NIC by e-mail.
- 13) CA to CEO, HDA
- 14) Reception
- 15) Notice Board.



**Chief Executive Officer  
Haldia Development Authority**

## FORMAT OF APPLICATION

To  
The Chief Executive Officer  
Haldia Development Authority  
City Centre, Post – Debhog, Haldia  
Dist. Purba Medinipur, PIN-721657

(Space for Photo  
duly  
self-attested)

**Application for Contractual Appointment in the Post of \_\_\_\_\_ in Haldia Development Authority**

1. Name of the Candidate (in Block Letters) : \_\_\_\_\_
2. Father's name/Guardian's Name : \_\_\_\_\_
3. Date of Birth : \_\_\_\_\_
4. Age (As on 01.12.2016) : \_\_\_\_\_ Years \_\_\_\_\_ Months \_\_\_\_\_ Days
5. Sex : \_\_\_\_\_
6. Permanent Address :  
\_\_\_\_\_  
\_\_\_\_\_
7. Present Address : \_\_\_\_\_  
\_\_\_\_\_
8. Contact (i) Mobile No. \_\_\_\_\_, (ii) Landline No. \_\_\_\_\_  
(iii) E-mail ID : \_\_\_\_\_
9. Nationality : \_\_\_\_\_
10. Educational Qualification :

Sl. No.	Name of the Exam. Passed	Name of the Passing Institute	Name of Board/Council/ University	Year of Passing	(%) of marks	Grade/ Division

11. Other Qualification, if any :  
\_\_\_\_\_  
\_\_\_\_\_

12. Working Experience (After passing required qualification of the applied post):

Sl. No.	Name of Organisation & address where engaged	Post held	Field of experience	Period of engagement from _____ to _____	Monthly emoluments drawn (Rs.)

13. List of Enclosures : (i) \_\_\_\_\_ (ii) \_\_\_\_\_  
(iii) \_\_\_\_\_ (iv) \_\_\_\_\_ (v) \_\_\_\_\_

**DECLARATION** : I do hereby declare that the statements furnished above are true to the best of my knowledge and belief and my candidature is liable to be rejected if any of the particulars above is found incorrect.

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

\_\_\_\_\_  
(Signature of the Candidate)

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