



## CHANDERNAGORE MUNICIPAL CORPORATION

Memo No. NULM(Acct.)/Selection/2016/01

Dated : 18/01/2016

From : Commissioner  
Chandernagore Municipal Corporation

To

Sri/ Smt .....

Address : .....

.....

Ref : i) This office vacancy notification No AMRUT/NULM/VAC.-1/2015 dated 27/11/2015.

ii) Your application for the post of Accountant under CMMU, NULM dated ...../...../2015

Sir/Madam

In connection with your application vide Employment Notice No. AMRUT/NULM/VAC.-1/2015 dated 27/11/2015 for the post of Accountant, **selection process (computer proficiency test)** excluding interview will be held on **04/02/2016 at 1.30 p.m.** (sharp) at the **Chandernagore Kanailal Vidyamandir (English Section), Barabazar, Chandernagore.** You are requested to report to the undersigned at the said place 1 (one) hour before the time of selection (computer proficiency test) for verification of Original documents and testimonials along with 'No Objection Certificate' from the present employer (if applicable) positively. You are also requested to produce this letter in original at the time of verification of the original testimonials.

No travelling Allowance / Daily Allowance will be admissible.

Issuance of this letter does not by any means ensure your selection to the proposed post and the authority deserves every right for cancellation of the candidature in case of failure to submit any document in support of your claim.

The scheme of selection is as follows :-

- Computer proficiency Test ( both theory & practical) - 30 Marks
- Personality Test (through interview) - 20 Marks. - to be intimated only to the short listed candidates on the basis of computer proficiency test. ( **Date of interview - 11/02/2016 at 11.30 a.m. at Corporation's main office**)

Please bring all relevant original testimonials & a set of photocopy as proof of Educational qualifications, Computer knowledge, Experience in the relevant field as per advt., ID Proof & 2 (Two) Passport size photographs.

For any query, please contact 033-2683-5297/2562 / 9477274831 (10.30 A.M - 4.30 P.M) except holidays or visit CMC head Office (Education Section).

Thanking you,

  
Commissioner  
Chandernagore Municipal Corporation

**Venue :** Chandernagore Kanailal Vidyamandir (English Section)  
(Computer Lab at 1st Floor of Science Building)  
Barabazar, Chandernagore

**Reporting : 12.30 p.m. (sharp)**