

**Government of West Bengal**  
**Food & Supplies Department**  
**11A Mirza Ghalib Street, Kolkata 700 087**

Memo No 1879 FNS-26012(15)/1/2020 (Pt-6)

Date: 12/05/2023

**RECRUITMENT NOTICE**

Applications are hereby invited for engagement to the following IT personnel posts in Food & Supplies Department on purely temporary and contractual basis. Details of eligibility criteria for applying to the posts are given below:

1. Name of the Position: Project Manager

<b>No. of vacancy</b>	01 (one)
<b>Nature of Engagement</b>	Contractual through the Detailed Project Report of the Food & Supplies Department.
<b>Educational Qualifications</b>	<u>Minimum Educational Qualification:</u> 1. 1 <sup>st</sup> Class B.E /B. Tech / M.Sc. in IT/Computer Science/1st Class in MCA <u>Desirable Educational Qualification:</u> 1. 1 <sup>st</sup> Class M. Tech in Computer Science/IT
<b>Experience</b>	<u>Minimum Technical Experience:</u> 1. At least 8 years of experience in Software Development preferably in Microsoft platforms and Project Management/Technical Lead (minimum 3 years, inclusive) 2. Experience as a manager having managed a team of at least 20. <u>Preferable Technical Experience:</u> 1. Experience in database management 2. Experience in System Administration with Windows System Administration/Red hat certified administration <u>Desirable Technical Experience:</u> 1. Certification in Agile Management technique 2. Knowledge of independently developing contract documents and agreements. 3. Experience of requirements collection and business analysis; experience of making technical documents like SRS, FRS, BCP, Business Process Re-engineering documents, etc. would be preferred.
<b>Remuneration*</b>	Rs. 1,50,000/ Month
<b>Job Roles and Responsibilities</b>	a. Project Manager will work as a Technical Lead in the IT-Reforms Cell of the Department and will have to provide leadership on development of IT modules related to Paddy Procurement, Ration Card Management System and Supply Chain Management System b. Project Manager will also work as an advisor in regard of provisioning of IT related hardware such as server allocation, VM configuration etc.
<b>Period of engagement</b>	Concurrent with the tenure of Detailed Project Report

\*Remuneration- Statutory Deduction will be applicable as per Rule.

2. Name of the Position: Deputy Project Manager

<b>No. of vacancy</b>	02 (Two)
<b>Nature of Engagement</b>	Contractual through the Detailed Project Report of the Food & Supplies Department
<b>Educational Qualifications</b>	1st Class MCA/ 1st Class B.E./B. Tech/M.Sc. in IT/Computer Science
<b>Experience</b>	<ol style="list-style-type: none"> <li>1. Proven track record in software design, development, documentation &amp; implementation support.</li> <li>2. Minimum 8 years of relevant work experience as Software developer.</li> </ol>
<b>Remuneration*</b>	Rs. 1,00,000/ Month
<b>Job Roles and Responsibilities</b>	Deputy Project Manager would be responsible for planning the project with major functionalities and their target date of start and completion as per requirement of the administrative authority. For every functionality a road map for minor/ancillary activities and dependency with their target deadline. Subsequent overseeing of the day-to-day activities to ensure they are completed in a timely fashion and within budget would be a must. Project Manager would plan and designate project resources, monitor progress and keep the competent authorities informed the entire way.
<b>Period of engagement</b>	Concurrent with the tenure of Detailed Project Report.

3. Name of the position: Software Support Personnel

<b>No. of vacancy</b>	02 (Two)
<b>Nature of Engagement</b>	Contractual through the Detailed Project Report of the Food & Supplies Department
<b>Educational Qualifications</b>	PGDCA/ B.Sc (Computer Science)/ BCA/ DOEACC 'A' level course of three year duration or equivalent from recognized University/ Institute. With skill in (a) installation, maintenance of application software & DBMS (b) Implementation Support
<b>Remuneration*</b>	In concurrence with No. 5859-F(Y), Dated: 22.07.2013 of the Finance Department and consequent amendments thereof.
<b>Job Roles and Responsibilities</b>	The Software Support Personnel will maintain liaison with the development wing of the project along with the field level requirement and actual operability. They will go through preparation processes to check quality of the software to handle the actual volume of users and data.

<b>Period of engagement</b>	Concurrent with the tenure of Detailed Project Report with annual rolling renewal.
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4. Name of the Position: Data entry Operator

<b>No. of vacancy</b>	01 (One)
<b>Nature of Engagement</b>	Contractual through the Detailed Project Report of the Food & Supplies Department
<b>Educational Qualifications</b>	Graduation with Certificate in Computer Applications
<b>Remuneration*</b>	In concurrence with No. 5859-F(Y), Dated: 22.07.2013 of the Finance Department and consequent amendments thereof.
<b>Job Roles and Responsibilities</b>	The Software Support Personnel will maintain liaison with the development wing of the project along with the field level requirement and actual operability. They will go through preparation processes to check quality of the software to handle the actual volume of users and data.
<b>Period of engagement</b>	Concurrent with the tenure of Detailed Project Report with annual rolling renewal.

Interested candidates may apply in the Departmental Portal (<https://food.wb.gov.in/>)

1. Selection criteria

After scrutiny of the received applications, the shortlisted candidates will be called for Written Test followed by Interview. The date, time and place of Written test and interview and the list of eligible candidates will be notified later. Verification of the documents in original will be done at the time of Interview. The selection procedure is subject to modification depending on the number of applications.


2. Termination

The engagement to the above contractual posts will be terminated on the following conditions-

- a) If the future prospect of the project is ceased due to any unforeseen reason.
- b) On expiry of contract period, if not renewed further.
- c) In case of insubordination, misbehaviour, inefficiency, negligence in work etc.
- d) Cancellation of the term with a notice of 1 month in advance, or for a longer period

### 3. General Information for the candidate

- i) The engagement shall be purely temporary on contractual basis, initially for the period of one year which can be renewed further based on the requirement of the project and on satisfactory performance of the incumbent concerned. This engagement does not give any assurance or possibility of being permanent at any point of time.
- ii) The engagement to any of these posts does not entertain the candidate to any right of service or claiming any type of benefit from Department of Food & Supplies Department
- iii) No TA/DA will be allowed for the interview.
- iv) Eligible persons shall be deployed anywhere in the jurisdiction of Food & Supplies Department.
- v) No accommodation facilities will be provided to the selected candidates.
- vi) Incomplete application shall be liable for rejection.
- vii) No interim correspondences will be entertained.
- viii) Impersonation /Canvassing in any form will lead to disqualification.
- ix) All correspondences regarding this engagement will be made to the candidates to their personal email
- x) The candidates will have to check their personal e-mail for any updates.
- xi) Selection to the post would be done, if any only if, suitable candidates are found. Decision of the Selection Committee will be final which will be binding to all applicants and all other concerned.

  
Additional Secretary (H)  
To the Government of West Bengal  
Food & Supplies Department