



West Bengal Health Recruitment Board

BENFISH TOWER, (1st, 2nd & 3rd Floor)

GN-31, Sector-V, Salt Lake, Kolkata - 700091

www.hrb.wb.gov.in, Phone : 2357-0085

**Advertisement No.: R/ Deputy Manager, SPLPIM, Kalyani /14
/2024 Dated: 31.12.2024**

**Recruitment for Deputy Manager under Directorate of SPLPIM,
Kalyani, Nadia**

A- Introduction:

Online applications are invited from Indian Citizen for recruitment to the Post of Deputy Manager under Directorate of SPLPIM, Kalyani, Nadia under Health & Family Welfare Department, Government of West Bengal.

Only online registration & submission of Application will be allowed on the website (www.hrb.wb.gov.in) between **06.01.2025 (From 10:00 AM) to 27.01.2025 (Till 02:00 PM)**.

Appointments are Temporary but likely to be Permanent.

The relevant rules and necessary particulars are stated in the following paragraph:

A candidate should verify from the notified eligibility criteria to ascertain whether he/ she is eligible for submission of application. The conditions prescribed cannot be relaxed. The recruitment will be made by selection DIRECT RECRUITMENT following method prescribed below. However, if a large number of applications are received as a result of Advertisement, the Board for the purpose of short-listing may hold a preliminary examination.

B- Scale of Pay:

Level 16, Cell 1, Rs.56100/- as per ROPA 2019 PB-4A, Rs. 15,600-42,000/- Grade Pay– Rs.5,400/- as per ROPA 2009.

C- Anticipated Vacancies:

Name of the Post - Deputy Manager under Directorate of SPLPIM, Kalyani, Nadia		
Post	Deputy Manager	Total
Gender	Male, Female	
Marital Status	ALL	
UR	1	1
UR (E.C.)	0	0
UR (Ex-Serviceman in Group-C Post)	0	0
UR (Ex-Serviceman in Group-D Post)	0	0
UR (Meritorious Sports Person)	0	0
SC	0	0
SC (E.C.)	0	0
SC (Ex-Serviceman in Group-C Post)	0	0
SC (Ex-Serviceman in Group-D Post)	0	0
ST	0	0
ST (E.C.)	0	0
ST (Ex-Serviceman in Group-D Post)	0	0
OBC-A	0	0
OBC Category-A (E.C.)	0	0
OBC Category-A (Ex-Serviceman in Group-D Post)	0	0

OBC-B	0	0
OBC Category-B (E.C.)	0	0
OBC Category-B (Ex-Serviceman in Group-D Post)	0	0
EWS	0	0
EWS (E.C.)	0	0
EWS (Ex-Serviceman in Group-C Post)	0	0
EWS (Ex-Serviceman in Group-D Post)	0	0
Unreserved (PWD)	0	0
SC(PWD)	0	0
TOTAL	1	1

The anticipated vacancies may change before the date of publication of Overall Performance List. In case of any changes in vacancies it would be notified subsequently.

D- Qualification as per recruitment rules:

A. Method of Recruitment: By selection (direct recruitment).

B. Qualifications:

I. Essential.

(i) A degree in Ayurved of a recognised University of any other qualifications included in Part 'A' of the Schedule to the Paschim Banga Ayurvedic System of Medicines Act, 1961(West Ben. Act. XIII of 1961).

(ii) Five years experience in a responsible position in a big Rasasala. The period of experience is relaxable for otherwise well-qualified and experience candidates.

II. Desirable:

(i) Post Graduate qualification in Ayurved.

(ii) Administrative experience.

Note: Selected candidates shall, prior to joining, produce a certificate of registration with the Paschim Banga Ayurved Parishad.

N.B.: In this context, it may be clarified that:-

- In the current scenario there is no other essential qualification applicable for the said post other than **BAMS (Bachelor of Ayurvedic Medicine and Surgery)**.
- Definition of the term '**Responsible Position**': It means an Ayurvedic Medical Professional, responsible for an Ayurvedic Pharmacy and in a position of managing other people and resources in an Ayurvedic Pharmacy.
- Clarification of the term '**Big Rasasala**': The Rasasala, with the facilities and expertise in manufacturing most number of diversified Ayurvedic dosage form/ categories of medicine among fourteen different categories of Ayurvedic medicines, may be considered as a "**Big Rasasala**".
- Period of Experience is relaxable for **1 (one) year only** for otherwise well qualified and experienced candidate.
- The term "Otherwise Well-qualified" suggests **Post Graduate (Ayurveda) qualified candidates**.
- The term "Experience candidates" suggests the **candidates having work experience in a Big Rasasala**.
- Administrative experience for the post of Deputy Manager at SPLPIM, Kalyani, Nadia includes the tasks, such as: (i) Maintaining Pharmacy files and patient records in an Ayurvedic set-up, (ii) Managing paper

work related to production of Ayurvedic medicines and (iii) Supervision of maintaining stocks of Ayurvedic medicines.

E- Age:

As per NOTIFICATION No. MedI/8573/1-17/77 Dated: Calcutta, the 23rd August,1978,

Not more than 45 years on the 1st day of January of the year of advertisement, relaxable for otherwise well-qualified and experienced candidates.

N.B.: In this context, it may be clarified that:-

- “Well-qualified” means **Post Graduate (Ayurveda) qualified candidates** and “experienced candidates” means the **candidates having work experience in a Big Rasasala.**
- Age is relaxable for **1 (one) year**, for well-qualified and experienced candidates.

Note:

- The candidate whose age is within the prescribed limit as mentioned above and does not require any age relaxation should not fill up the field “Age relaxation” while filling up the online application form.
- For age proof, admit card or mark sheet or certificate of **Secondary or Xth standard Examination** or any Government ID Proof have to be submitted (which one contains the candidates name, Father’s name & D.O.B. of the candidate).
- In case of married women, who are using their changed surname in the application as a result of marriage but who cannot produce documentary evidence in support of her changed surname, the following documents may be uploaded along with proof of D.O.B in a running PDF as detailed below:

I. Marriage registration certificate as a proof of marriage wherever possible.

II. In the absence of marriage registration certificate, affidavit before the Judicial Magistrate/ Executive Magistrate regarding the change of surname as a result of marriage.

****D.O.B:** Date of Birth.

F- FEE:

Candidates must submit the online application fee amounting Rs. 210/- (Rupees two hundred ten) only through Banks participating in the GRIPS (Govt. Receipt Portal System).

Money order, Cheque, Bank Draft, and Cash etc. shall not be accepted.

No application shall be considered unless accompanied by the requisite application fee excepting Candidates belonging to SC/ST category of West Bengal and persons with disabilities specified under Disabilities Rule, 1999 (certificates obtained before the Advertisement date) who do not require to pay any fee. Such exemption of fee is, however, not applicable to any OBC candidate.

No claim for refund of the fee shall be entertained nor shall it be held in reserved for any other examination.

G- Relaxation Clause:

Section	Relaxation Year	Fee Type	Part Fee
Unreserved	0 Years	Not Exempted	
Scheduled Caste	0 Years	Exempted	
Scheduled Tribe	0 Years	Exempted	
OBC-A	0 Years	Not Exempted	

OBC-B	0 Years	Not Exempted	
Unreserved (PWD)	0 Years	Exempted	
Relaxable for otherwise well-qualified and experienced candidates	1 Years	Not Applicable	

H- Marks Distribution:

Academic Marks	Experience Marks	Interview Marks	Written Marks
60.00	25.00	15.00	0.00

I- Marking Criteria:

i) Marking Criteria for Qualification:-

SI No.	Qualification	Total Marks	Distribution Category	Segregation	Additional Attempt	Marks deduction per additional attempt	
1	Bachelor of Ayurvedic Medicine and Surgery (BAMS) of a recognised University included in Part 'A' of the Schedule to the Paschim Banga Ayurvedic System of Medicines Act, 1961(West Ben. Act. XIII of 1961)	50.00	Percent	Not Applicable	To be evaluated	Upto Section	Marks
						1	0.50
						2	1.00
						3	1.50
						4	2.00
						5	2.50
						6	3.00
						7	3.50
						8	4.00
						9	4.50
100	5.00						
2	Post Graduate qualification in Ayurved	10.00	Percent	Not Applicable	To be evaluated	Upto Section	Marks
						1	0.50
						2	1.00
						3	1.50
						4	2.00
						5	2.50
						6	3.00
						7	3.50
						8	4.00
						9	4.50
100	5.00						

ii) Marking Criteria for Experience:

SI No.	Category	Total Marks	Minimum Month	Distribution Category	Segregation		
1	Minimum Five years (60 months) Experience in a responsible position in a big Rasasala. For otherwise well-qualified and experienced candidates, the minimum period of experience, after relaxation, will be Four years (48 months)	15.00	48	Slab	Section	Months	Marks
					Less Than	48	0.00
					Less Than	72	5.00
					Less Than	84	7.00
					Less Than	96	9.00
					Less Than	108	11.00
					Greater Than Equal	120	15.00
2	Administrative experience	10.00	12	Slab	Section	Months	Marks
					Less Than	12	0.00
					Less Than	24	2.00
					Less Than	36	4.00
					Less Than	48	6.00
					Greater Than Equal	60	10.00

Requisites:

Requisites for Qualification -

1. Bachelor of Ayurvedic Medicine and Surgery (BAMS) of a recognised University included in Part 'A' of the Schedule to the Paschim Banga Ayurvedic System of Medicines Act, 1961(West Ben. Act. XIII of 1961):

A. Candidates are requested to upload all years' Mark Sheet(s) including supplementary mark sheets, if any along with passed certificate of Bachelor of Ayurvedic Medicine and Surgery (BAMS) of a recognised University included in Part 'A' of the Schedule to the Paschim Banga Ayurvedic System of Medicines Act, 1961(West Ben. Act. XIII of 1961), in the space provided for the same.

B. The following documents must be uploaded as the proof of aforesaid qualification:

- All years Mark sheets including supplementary mark sheets, if any of Bachelor of Ayurvedic Medicine and Surgery (BAMS) of a recognised University included in Part 'A' of the Schedule to the Paschim Banga Ayurvedic System of Medicines Act, 1961(West Ben. Act. XIII of 1961) along with passed certificate.
- Attempt/Chance Certificate: There is no separate field to upload attempt/chance certificate. Candidates need to upload it along with mark sheets and passed certificate of Bachelor of Ayurvedic Medicine and Surgery (BAMS) of a recognised University included in Part 'A' of the Schedule to the Paschim Banga Ayurvedic System of Medicines Act, 1961(West Ben. Act. XIII of 1961).
- Chance/Attempt certificate is mandatory for any candidate who have completed his/her degree in more than one chance. No chance/attempt certificate shall be required for any candidate who have completed his/her degree in one chance.
- Candidates are requested to generate a single running PDF file containing all years Mark sheets including supplementary mark sheets, if any of Bachelor of Ayurvedic Medicine and Surgery (BAMS) of a recognised University included in Part 'A' of the Schedule to the Paschim Banga Ayurvedic System of Medicines Act, 1961(West Ben. Act. XIII of 1961) along with passed certificate and Attempt/Chance Certificate, and then upload the documents in the "Upload Mark sheet" space provided for the same.

C. Marks obtained (IN ALL TOTAL CORRESPONDING SUBJECTS/ PAPERS) in Bachelor of Ayurvedic Medicine and Surgery (BAMS) of a recognised University included in Part 'A' of the Schedule to the Paschim Banga Ayurvedic System of Medicines Act, 1961(West Ben. Act. XIII of 1961), to be filled in the space for "Marks Obtained" (all years) and grand total of full marks in respect of ALL TOTAL CORRESPONDING SUBJECTS/ PAPERS to be filled in the space for "Full Marks" (all years).

D. In the column "Additional Attempt", candidates are requested to put the exact number of additional attempt(s) in obtaining the Bachelor of Ayurvedic Medicine and Surgery (BAMS) of a recognised University included in Part 'A' of the Schedule to the Paschim Banga Ayurvedic System of Medicines Act, 1961(West Ben. Act. XIII of 1961), as reflected in their Attempt/ Chance Certificate.

NOTE:

- Marks deduction per additional attempt: 0.5 marks per additional attempt.
- Maximum deduction of marks for additional attempt will be 05 marks for 10 or more additional attempts.

AND

2. Post Graduate qualification in Ayurved:

A. Candidates are requested to upload all years' Mark Sheet(s) including supplementary mark sheets, if any along with passed certificate of Post Graduate qualification in Ayurved, in the space provided for the same.

B. The following documents must be uploaded as the proof of aforesaid qualification:

- All years Mark sheets including supplementary mark sheets, if any of Post Graduate qualification in

Ayurved along with passed certificate.

- Attempt/Chance Certificate: There is no separate field to upload attempt/chance certificate. Candidates need to upload it along with mark sheets and passed certificate of Post Graduate qualification in Ayurved.
- Chance/Attempt certificate is mandatory for any candidate who have completed his/her degree in more than one chance. No chance/attempt certificate shall be required for any candidate who have completed his/her degree in one chance.
- Candidates are requested to generate a single running PDF file containing all years Mark sheets including supplementary mark sheets, if any of Post Graduate qualification in Ayurved along with passed certificate and Attempt/Chance Certificate, and then upload the documents in the "Upload Mark sheet" space provided for the same.

C. Marks obtained (IN ALL TOTAL CORRESPONDING SUBJECTS/ PAPERS) in Post Graduate qualification in Ayurved, to be filled in the space for "Marks Obtained" (all years) and grand total of full marks in respect of ALL TOTAL CORRESPONDING SUBJECTS/ PAPERS to be filled in the space for "Full Marks" (all years).

D. In the column "Additional Attempt", candidates are requested to put the exact number of additional attempt(s) in obtaining the Post Graduate qualification in Ayurved, as reflected in their Attempt/ Chance Certificate.

E. It is stated that a the aforementioned qualification is NOT MANDATORY.

NOTE:

- Marks deduction per additional attempt: 0.5 marks per additional attempt.
- Maximum deduction of marks for additional attempt will be 05 marks for 10 or more additional attempts.

N.B.:

(a) Conversion sheet is mandatory to be uploaded along with mark sheets in a single running PDF file, where marks is given in grade pattern. Candidature will be rejected if the candidate fails to upload conversion sheet in case of marks is given in Grade Pattern.

(b)) If there is no mention of marks in Bachelor Degree Certificate or Post Graduate Degree Certificate, it will be considered that the candidate has scored 50% of marks.

(c) Candidates must upload relevant documents generating a single PDF file or jpeg/jpg/png format with high resolution in the space specified for the same.

Requisites for Experience -

1. Minimum Five years (60 months) Experience in a responsible position in a big Rasasala. For otherwise well-qualified and experienced candidates, the minimum period of experience, after relaxation, will be Four years (48 months):

A. The candidates possessing the relevant experience must select YES option (Radio Button) in the Experience section.

B. The experience certificate must be issued by the Head of the Institution(s) where the candidate has worked.

C. Candidates possessing more than 01(one) experience certificate should click "ADD ROW" button to provide the information of multiple experience certificates.

D. For each row, candidates must upload relevant documents, regarding experience generating a single running PDF file or jpeg/jpg/png format with high resolution in the space specified for the same.

E. Tenure of any experience should be taken upto the last date of submission of application.

AND

2. Administrative experience:

A. The candidates possessing the relevant experience must select YES option (Radio Button) in the Experience section.

B. The experience certificate must be issued by the Head of the Institution(s) where the candidate has worked.

C. Candidates possessing more than 01(one) experience certificate should click "ADD ROW" button to provide the information of multiple experience certificates.

D. For each row, candidates must upload relevant documents, regarding experience generating a single running PDF file or jpeg/jpg/png format with high resolution in the space specified for the same.

E. Tenure of any experience should be taken upto the last date of submission of application.

F. It is stated that the aforementioned experience is NOT MANDATORY.

J- Special Provision for SC/ ST/OBC/PWD(Persons with Disabilities):

Particulars and Certificates required:

(a) A candidate claiming to be S.C./S.T./O.B.C. must have a certificate in support of his/her claim from a competent authority of West Bengal as specified below [vide the west Bengal SCs and STs (Identification) Act, 1994 and SCs /STs Welfare Department order No. 261-TW/EC/MR-103/94 dated with B.C.W. Deptt. Order No. 6320-BCH/MR-84/10 dated 24.09.2010]:

- In the District, the Sub-Divisional Officer of the Sub-Division concerned, and
- In Kolkata, District Welfare Officer, Kolkata & ex-officio Jt. Director, Backward Classes Welfare Deptt., Govt. of West Bengal [No.2420-BCW/MR-61/2012 (Pt.) dated 12.07.13.

No claim for being a member of the SC, ST and OBC, or a Person with Disability shall be entertained after submission of the application

(b) Persons with Disabilities (physically handicapped) must have a certificate from an appropriate Medical Board [vide West Bengal Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Rules, 1999]

(c) The West Bengal Health Recruitment Board (WBHRB) may require such further proof or particulars from the candidates as it may consider necessary and may make enquiries regarding eligibility. Original Certificates relating to citizenship (by registration), age, qualifications, caste (SC/ST/OBC), Physical disability shall have to be submitted when the WBHRB asks for them. If any candidate fails to furnish any certificate or any other relevant document or information relating to his/her candidature within the time specified by the Board, his/her claim for allotment may be passed over without further reference to him/her.

- **Persons with Disabilities (physically handicapped)[40% and above] must have a certificate from an appropriate Medical Board [vide West Bengal Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Rules, 1999]**

Note: It may be noted that for this particular advertisement, a candidate belonging to SC/ST or Persons with Disabilities (PWD) is entitled for Fee exemption only. As per recruitment rule, there is no provision of relaxation of Age for SC/ST/OBC or Persons with Disabilities (PWD) candidates.

K- Instruction to the candidate:

- DEPARTMENTAL CANDIDATES ARE ELIGIBLE FOR THE POST.
- Mere empanelment shall not confer any right to be recommended and/ or appointed.
- Candidates must fulfil the essential qualification at the time of submission of application. No degree or experience certificate issued after the last date of submission of application will be considered.
- In the event, the last date of submission of online application is extended for whatsoever may be the reason, no particulars and certificates and/ or qualification/experience (either essential or desirable) acquired during such extended period, shall be accepted.
- Candidate has to upload all the relevant documents (wherever applicable), preparing a single pdf file or take snap shots of all the relevant documents preparing a single image of jpeg/ png format with high resolution while applying in the website. Candidates are requested to upload the relevant documents in legible and readable format in the space provided for the same. If any document is uploaded in the space provided for the other one, the candidature may be rejected.
- Scanning of original copy of all the relevant documents will be taken into consideration.
- Candidate has to be careful that all the words/ marks in the uploaded documents shall be readable clearly, otherwise such uploaded documents will not be accepted and candidature may be rejected.

- Short listing of candidates may be made before the Interview on the basis of academic scores OR on the basis of written test (if decided later) or both. The marks distribution pattern may be changed if written test is conducted for the above-mentioned post.
- Applications received after the scheduled date and time for submission of application will be rejected.
- Address Proof: If Government ID Proof (i.e., Aadhaar Card/Voter Card/Driving License/Passport) is not available, then candidates may submit any certificate issued by the revenue office/ municipality/BDO Office/Panchayat Office as their present address.
- Photo: Recent colour front-facing passport size photograph with single colour background (60% of the photograph must be covered by face) must be uploaded.
- Signature: Full running signature in blue/black ball point pen on white blank sheet must be uploaded. No short signature/ initial will be entertained.
- No higher qualification without essential qualification shall be entertained.
- Candidates after uploading documents online may edit any information and upload documents till the last date of online submission. Every time a candidate has to log in and go through all the steps till final submission. No step can be skipped. Editing in any step may be done and other steps may be kept unchanged using the "SAVE" button in all the steps.
- **Edit Mode will remain active till final submission.**
- Clauses in the advertisements may be modified/added subsequently. In case of discrepancy, if any, decision of the Board will be final.
- Marks obtained in written examination, if held, may be considered while preparing Overall Performance List.
- Candidates are requested to follow the website of WBHRB regularly for further notice.
- Candidates are requested to be careful while filling in the information and uploading the documents. As the entire process is software based, sending documents through email or hard copies cannot be uploaded. Hence such request cannot be entertained.
- Candidature of a candidate shall be rejected forthwith for any error in documents submitted/ information filled in by the concerned candidate.
- In case, any of the statement made in the application subsequently found to be false within the knowledge of the candidates- his/her candidature shall be liable to be cancelled, and even if appointed to a post on the results of this examination his/her appointment shall be liable to be terminated. Wilful suppression of any material fact shall also be similarly dealt with.
- Candidates should take particular note that entries in their application submitted to the Board must be made correctly against all the items which shall be treated as final and **no alteration, addition or deletion in this regard shall be allowed after final submission of the application.** Application not duly filled in or found incomplete or defective in any respect or without fee shall be liable to rejection.
- Submission of more than one application is strictly forbidden.
- A candidate should note that his/her participation in the examination and/or interview process shall be deemed provisional subject to determination of his/her eligibility in all respects. If at any stage even after issuance of the letter of appointment a candidate is found in-eligible for admission to this Examination, his/her Candidature shall be cancelled without further reference to him/her.
- Canvassing: Any attempt on the part of candidate to enlist support for his/her application shall disqualify

him/her for appointment.

- Applicants may take print-out of the application form for their record.

Note: - Candidates are advised in their own interest to apply using Online Application Form, much before the closing date and not to wait till the last date to avoid congestion on Web-Server on account of heavy load on website.

Applications received in any form, other than Online Mode, will be rejected.

This advertisement has been issued in terms of Recruitment Rules vide Notification No. MedI/8573/1-17/77 Dated: Calcutta, the 23rd August, 1978 of Government of West Bengal, Department of Health & Family Welfare, Medical Branch and clarifications received from the Department of Health and Family Welfare, from time to time.

Date: 31.12.2024

Sd/-

Secretary & Controller of Examinations
West Bengal Health Recruitment Board