

**Recruitment Guidelines**

**West Bengal State NGRBA Program Management Group (WBSPMG)**  
**Urban Development & Municipal Affairs Department, Govt. of West Bengal**  
**“Unnayan Bhawan”, Block - A, 3<sup>rd</sup> Floor, DJ - 11, Sector - II, Salt Lake City, Kolkata - 700091**

National Mission for Clean Ganga, Government of India, Ministry of Jal Shakti, Department of Water Resources, River Development & Ganga Rejuvenation has been implementing the River Ganga Pollution Abatement Programme under the National Ganga River Basin Authority (NGRBA). At the State level, a registered Society named West Bengal State NGRBA Program Management Group (WBSPMG) has been set up by the Urban Development & Municipal Affairs Department, Government of West Bengal, to co-ordinate and implement schemes on conservation and comprehensive management and abatement of pollution of River Ganga in West Bengal.

For facilitating the smooth functioning of SPMG, a decision has been taken to appoint skilled personnel in the vacantposts of (i)Senior Civil Engineer, (ii)Senior Financial Specialist, (iii) Public Health Engineer, (iv)Procurement Specialist&(v)Assistant Communication & Public Outreach Co-ordinator.Applications are hereby invited from bonafied Indian Citizens for engagement in the posts on contractual basis on consolidated monthly remuneration initially for one year, extendable for further period upto 65 (sixty five) years in case of candidates under Sl. nos. 1 to 3 on requirement & satisfactory performance basis.

In respect of other 2 (two) posts at Sl. no. 4&5,the engagement of candidates will initially be for 1 (one) year period which is extendable for further period upto 60 (sixty) years on requirement and satisfactory performance basis.

The service is terminable by giving one month’s advance notice from either side.

Sl. No.	Name of Post	No. of Vacancy	Qualification, Experience & Eligibility Criteria	Nature of engagement & Age (in years as of 1 <sup>st</sup> May, 2025)	Consolidated Monthly Salary
1.	<b>Senior Civil Engineer</b>	1	B.E./ B Tech with 10 years’ experience in Civil Engineering/ Experience in the field of Public Health Engineering/ Environmental Engineering.  Candidates having a Master Degree in Public Health Engineering having experience in Urban Water Supply and Sanitation/ Initiative on the Management of Construction of Underground Structures, construction of sewage treatment plant, water treatment plant and underground pipe network will be given preference.	Engagement of Official on Contractual basis.  Entry Age limit upto 62 years as on 01/05/2025	Rs. 80,000/- per month

2.	<b>Senior Financial Specialist</b>	1	Senior Officer of the West Bengal Audit & Accounts Service not below the rank of Deputy Secretary in the Government Department having professional experience in Financial Management System in Govt. Department. Experience in financial management aspects of Externally Aided Projects & experience of working in double entry system of accounting on Tally is desirable.	Engagement of Official on Contractual basis.  Entry Age limit upto 62 years as on 01/05/2025	Rs. 80,000/- per month
3.	<b>Public Health Engineer</b>	1	B.E./B. Tech (Civil)/ Public Health Engineering/ Environmental Engineering with a minimum 4 years working experience in urban water supply & sanitation/ environmental engineering/ experience in design/ tendering in the field of sewerage network.  Candidates having Master Degree in Public Health Engineering will be preferred.	Engagement of Official on Contractual basis.  Entry Age limit upto 62 years as on 01/05/2025	Rs. 70,000/- per month
4.	<b>Procurement Specialist</b>	1	Graduate in any discipline with MBA having a minimum of 10 years of Work experience in procurement.  <b>Desirable:</b> Candidates having knowledge on Indian Contract Act, Indian Evidence Act, Central Financial Rule, WBFR & Procurement (Engineering) and/ or Externally Aided Project will be preferred.	Engagement of Official on Contractual basis.  Age - 40 years to 50 years as on 01/05/2025	Rs. 70,000/- per month
5.	<b>Assistant Communication &amp; Public Outreach Co-ordinator</b>	1	Graduate in Journalism & Mass Communication having at least 1 (one) year working experience in IEC Activities like creating awareness among general masses. Candidates having experience in working with Centrally Sponsored Scheme will be preferred.  <b>Job Profile:</b>  Assist in planning, design & implementation of strategies relating to Communication & Planning Outreach activities.  Assist in Planning and Initiating Communication and Promotional Campaigns for WBSPMG along with DGCs and other Institutes.  Assist in handling Public Relations.  Assist in maintaining Liaison with District Ganga Committees of the State of West Bengal. Attending the Events/ Programs/ Seminars/Workshops in DGCs regularly.  Assist in planning Press Conferences and Coordinating with Media.	Engagement of Official on Contractual basis.  Age - 25 years to 35 years 01/05/2025	Rs. 40,000/- per month

			<p>Making Power Point Presentation for Official Meetings, Workshops, Training Programs etc.</p> <p>Drafting Resolutions/ Minutes of Meeting. Assist in organizing various types of competition (Quiz, Drawing etc.)</p> <p>Assist in preparation of various report returns as well as PPT for various Communication &amp; Public Outreach Activities.</p> <p>Assisting and reporting to the Higher Authority regarding uploading documents/ reports in the public domain through web portal of NMCG and WBSPMG</p>		
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The candidates are advised to apply through online by uploading the CV in the <https://www.wbspmg.org.in> website furnishing therein the details as below and uploading copies of all documents and testimonials in support of age, qualification, ID proof, address and experience. Copies of all documents duly self-attested are to be uploaded. Please upload one passport size colour photograph duly signed across it and paste it on the CV.

➤ **In the event copies of requisite documents are not enclosed the application may not be considered.**

- Name in full (in capital)
- Father's name (in capital)
- Nationality
- Address (a) Permanent Address (b) Local Address with Telephone No./ Mobile No. and e-mail ID
- Date of Birth
- Age as on 1<sup>st</sup> May, 2025
- Academic and Technical Qualifications starting from Madhyamik or equivalent examination:

Sl. No.	Examination Passed	Stream	Percentage of Marks Obtained	Year of Passing

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- Work Experience:

Sl. No.	Name of the Organization Served	Period	Details of Work done

- Please submit application **online** only clicking on the link provided against the post you want to apply.
- Last date of submission of application is 30/04/2025.
- Please check all the information before submission. Once the application is submitted, no modification will be permitted.

The candidates are advised to apply through online mode using the links given below:-

Sl. No.	Name of the Post	Online Link
1	Senior Civil Engineer	<a href="https://forms.gle/Q4ifibvSJYH72o3Y9">https://forms.gle/Q4ifibvSJYH72o3Y9</a>
2	Senior Financial Specialist	<a href="https://forms.gle/g5PJWsJBy8h8s4K46">https://forms.gle/g5PJWsJBy8h8s4K46</a>
3	Public Health Engineer	<a href="https://forms.gle/TFdYBAjfvFtzbjhx7">https://forms.gle/TFdYBAjfvFtzbjhx7</a>
4	Procurement Specialist	<a href="https://forms.gle/dEiiSYhCx63uwZde6">https://forms.gle/dEiiSYhCx63uwZde6</a>
5	Assistant Communication & Public Outreach Co-ordinator	<a href="https://forms.gle/Sij6nz3YUo7QTquJ9">https://forms.gle/Sij6nz3YUo7QTquJ9</a>

Sd/-  
**Nandini Ghosh, IAS**  
**Program Director**  
 West Bengal State NGRBA Program Management Group