



**THE KOLKATA MUNICIPAL CORPORATION**  
**Office of the Chief Municipal Health Officer**  
**5, S. N. Banerjee Road, Kolkata – 700 013**



**Advertisement No – H/07/KMC/2023-24 dated 22.11.2023.**

The Health Department of Kolkata Municipal Corporation will engage the following personnel as mentioned below for the post of Honorary Health Workers (HHW) under Health Department of KMC .

**Name of the Post** :- Honorary Health Workers (HHW)

**No. of Vacancies** :- 118 (One hundred Eighteen)

**Age** :- 30-40 years as on 01.01.2024. In case of SC/ST/OBC-A/OBC-B candidates, the lower age limit may be relaxed to 22 years. As such candidates belonging to SC/ST/OBC-(A/B) may apply whose age is between 22-40 years.

**Essential Qualification:-**

Minimum Educational Qualification is Madhyamik Pass or equivalent. Candidates having higher qualification are also eligible. However, in case of candidates possessing higher qualification, only marks obtained in Madhyamik Parikha or equivalent will be considered.

For calculation of the marks obtained in the Secondary Examination (Madhyamik or equivalent), the aggregate of the marks obtained in all subjects excluding the marks obtained in the additional paper will be considered.

Candidates should have motivation / experience rendering social service (optional).

**Terms & Condition:-**


- ❖ Only women candidates who are married/ widow /divorced are eligible. The applicant must produce the Marriage Certificate/Voter ID/Ration Card/ Aadhaar Card mentioning husband name for married candidate, Death Certificate of husband for widows and order of Hon'ble Court for divorce, if any, for divorced candidate.
- ❖ Residential address must be within Kolkata Municipal Corporation area.
- ❖ In case of OBC candidates, category "A" or "B" and SC/ST/ must be mentioned specifically in the caste certificate otherwise the candidate will be treated in Unreserved.
- ❖ Monthly honorarium of the HHW will be Rs. 4500/- (Four thousand Five hundred only)
- ❖ The HHW shall be engaged purely on contract initially for a period of 1(one) year from the date of her joining HHW and the engagement shall be extended further on the basis of satisfactory performance and on obtaining approval for extension from the UD & MA Department.
- ❖ No TA/DA will be paid to the candidates for the selection test, verification and interview.
- ❖ Any addition/deletion in respect of the said advertisement in the form of corrigendum, documents verification and interview will only be published in the official website of [www.kmcgov.in](http://www.kmcgov.in) Therefore, all the applicants are required to regularly check the website for any update.

## How to apply:-

- ❖ The eligible candidates are requested to submit online application through KMC website [www.kmcgov.in](http://www.kmcgov.in) from 09.02.2024 to 29.02.2024 till Midnight (including holidays).
- ❖ For filling up online application, the candidates are required to follow the undernoted steps:
  - (i) Log in to the KMC website [www.kmcgov.in](http://www.kmcgov.in).
  - (ii) Then click on the option "External User login" at lower Menu Bar.
  - (iii) After opening of the User login window, the candidates are required to log in using "User ID" & "Password" to be created by the candidates.
  - (iv) The candidates must remember the created User ID and Password for future use.
  - (v) The candidates can also log in using their Mobile No. In that case a One Time Password (OTP) will be sent to the mobile no. of the candidate. The Candidates will be required to enter the OTP to proceed further.
  - (vi) After opening the window, the candidates are required to click the "Recruitment" option on the left Menu Bar and choose the option "Emp. Notice".
  - (vii) After opening of the User Application window, the candidates are required to fill up the application and enter their particulars.
  - (viii) The applicants must upload the required supporting documents, otherwise the application will not be considered.
  - (ix) The candidates are required to take a print out of the filled in application.
  - (x) While filling up online application, if the candidates face any problem, they may contact the phone numbers: Help line no 22269909, Toll free no 18003453375.
- ❖ For calculation of the marks obtained in the Secondary Examination (Madhyamik or equivalent), the aggregate of the marks obtained in all subjects excluding the marks obtained in the additional paper will be considered.
- ❖ **Candidate should upload the undernoted supporting documents :-**
  1. Age proof (Madhyamik Admit Card/Pass Certificate).
  2. Residencial address proof (Aadhaar Card/Voter ID/Ration Card).
  3. Madhyamik or equivalent Mark sheet.
  4. Caste certificate of SC/ST/OBC-(A/B) as per certificate issued by the Sub Divisional Officer/ DWO, Kolkata.
  5. Marriage Certificate/Voter ID/ Ration Card / Aadhaar Card mentioning the husband name for married candidates,
  6. Death Certificate of husband for widows and order of Hon'ble Court for divorce, if any, for divorcees.
- ❖ Candidates shall have to bring all hard copies of documents along with print out of filled up online application and photocopies of relevant documents at the time of documents verification after intimation from this end.

## Mode of Selection & Panel for engagement:-

1. Eligible candidates will be called for interview based on marks obtained in the Madhyamik or equivalent examination in the ratio of 1:10 for every vacancy of HHW.
2. The selection would be based on Marks obtained by the candidate in the Madhyamik or equivalent examination (90% weightage) and Score in the interview (10% weightage).
3. Final merit list shall be prepared based on the total marks obtained by the candidate in the Madhyamik or equivalent examination and score secured in the interview taken together.
4. An additional panel will be prepared for 10% of sanctioned strength on the basis of total marks obtained on Madhyamik or equivalent and Interview for engagement in the post of HHW as per rule. Selected candidates from the additional panel will be engaged in the declared vacancies, if any vacancy arises in future following non-joining etc.
5. No rounding off of marks will be granted. Proportionate marking upto 2 decimal points will be considered.

  
05/02/2024

Chief Municipal Health Officer

**Kolkata Municipal Corporation**

CHIEF MUNICIPAL HEALTH OFFICER  
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