



व्यावहारिक प्रशिक्षण बोर्ड (पूर्वी क्षेत्र)
BOARD OF PRACTICAL TRAINING (EASTERN REGION)

भारत सरकार के शिक्षा मंत्रालय के उच्चतर शिक्षा विभाग के अधीन
UNDER MINISTRY OF EDUCATION, GOVT. OF INDIA, DEPARTMENT OF HIGHER EDUCATION



सशक्त युवा, समर्थ भारत
www.mhrdnats.gov.in

Advt. No.- BOPT/ADMIN/OSD/2021-22

Dated: 16th March, 2022

Sub: Walk in Interview for the post of OSD (Third Party Pay roll).

BOPT(ER) invites desirous and eligible candidates for the post of Officer on Special Duty(OSD) to be engaged on outsourced basis (third party pay roll) through walk in interview.

Sl. No.	Name of the Post	No. of Post	Emolument	Age
1.	Officer on Special Duty (OSD)	10 (Tentative)	Rs. 35,000/- P.M. (consolidated) + 7% Annual Increment	Below 60 years as on date of walk in interview

Educational qualification required:

- Graduate
- Minimum 2 years experience in any industry/establishment.
- Possessing good communication skill in English and Hindi/Odia/Assamese/Bengali.

Date of Walk in Interview:

30th & 31st March, 2022 (Reporting Time at 10.30 A.M.)

Venue of interview:

BOPT(ER), Block-EA, Sector-I Salt Lake , Kolkata- 700064

Job responsibility of OSD:

- To identify the establishments / industries located in different States of Eastern Region from various sources viz. different Chamber of Commerces, CII, local industry centers and any other sources.
- To visit to establishments (no. of minimum establishment visited decided by Director) on daily basis and make necessary assessment, filling-up of the form, presentation of documents etc. so as to pursue the industries / establishments to voluntarily come forward and engage apprentices.
- To issue notification to identified / surveyed establishments in consultation with the Dy. Regional Central Apprenticeship Adviser / Assistant Regional Central Apprenticeship Adviser of BOPT (ER).





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04. To ensure placement of apprentices by coordinating with the local institutions / market.
05. To ensure placement / engagement of apprentices (no. of minimum establishment visited decided by Director) in those notified establishments.
06. To perform such other functions as may be assigned by the Director from time to time.

Note:

- i) The appointment against these posts will be purely on Outsourced basis(only on fixed remuneration) under third party pay roll.
- ii) Candidates who want to attend walk in interview are requested to send their resumes compulsorily to the email id boptosdrecruitment@gmail.com on or before 25th March, 2022.
- iii) Candidates should bring documents in original and photocopies of all relevant documents (degree, age proof & experience etc.)
- iv) Candidates first have to appear in introductory session and group discussion. Candidates who qualified will have to appear in personal interview.
- v) TA will not be provided to candidates.
- vi) Unsatisfactory services, misconduct or remaining on unauthorized absence from duty will result in removal/termination from service forthwith.
- vii) The candidates are required to serve in any states (Eastern & North Eastern) that come within the Jurisdiction of BOPT(ER) but effort shall be made to accommodate the selected candidates in their own state/neighbouring state.

-Sd/-
(S.M. Ejaz Ahmed)
Director

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ब्लॉक - ईए, सेक्टर -1 (लाबोनी संपदा के विपरीत), साल्ट लेक सिटी, कोलकाता - 700 064, दूरभाष /Phone - (033) 2337-0750/51, फैक्स /Fax - (033) 2321-6814
Block - EA, Sector - I (Opposite. Labony Estate), Salt Lake City, Kolkata - 700 064, ई-मेल / E-mail - inf@bopter.gov.in, वेबसाइट / website - www.bopter.gov.in

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एक कदम स्वच्छता की ओर

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