

**Government of West Bengal**  
**Department of Urban Development & Municipal Affairs**  
**(Municipal Affairs Branch)**  
**NAGARAYAN**  
**DF-8, Sector-I, Salt Lake, Kolkata – 700 064**

**NOTIFICATION**

No. 03/MA/O/C-4/3R-3/2004

Dated, Kolkata, the 3<sup>rd</sup> day of January, 2018

The Governor is pleased hereby to make the following amendments to the West Bengal Valuation Board Employees' (Recruitment) Rules, 2004, published under this Department Notification No.321/MA/O/C-4/3R-1/2004 dated the 9<sup>th</sup> day of July, 2004 (hereinafter referred to as the said rules) as amended from time to time:

**Amendments**

In rule sub-rule (1) of rule 3 of the said rules the following new entries shall be substituted.

<b>"10. Stenographer :</b> (a) Method of recruitment  (b) Qualification for direct recruitment          (c) Age of direct recruitment	By direct recruitment.  1. Passed School Final/Madhyamik of the West Bengal Board of Secondary Education or its equivalent;  2. having Stenography speed of minimum 80 words per minute, and English typing speed of minimum 30 words per minute; and  3. having basic knowledge of computer application /Acquisition of knowledge in computer literacy.  The upper age limit for direct recruitment to the post of Stenographer shall be 39 years.
<b>"11A. Assistant Administrative Officer :</b> (a) Method of recruitment	By promotion from eligible departmental Candidates from the lower feeder post of Head Assistant/Sr. Assistant (Valuation)/Accountant/ Cashier-cum-Storekeeper by way of selection considering seniority and experience i.e. at least five (5) years practical experience in the lower feeder post.

**11B. Assistant Accounts Officer :**

(a) Method of recruitment

By promotion from eligible departmental candidates from the lower feeder post of Head Assistant/Sr. Assistant (Valuation)/Accountant/Cashier-cum-Storekeeper by way of selection considering seniority and experience i.e. at least five (5) years practical experience in the lower feeder post.

**15. Senior Field Officer :**

(a) Method of recruitment

50% post of Sr. F.O shall be filled up by promotion amongst the existing incumbents in the post of F.O./A.S.V./ Inv.Gr I possessing the qualification of Diploma in Civil Engineering and having at least 8 (eight) year of experience in the Lower feeder post of F.O./A.S.V./Inv.Gr.I.

Remaining 50% of the post of Sr. Field Officer Shall be filled up by promotion from amongst the existing employees holding the post of F.O./ASV/ Inv.Gr.-I having at least 12 year of experience in the respective post and such recruitment for Promotion in the post of Sr. F.O. should be based on the working experience and that shall be done on merit-cum-seniority basis through the selection test , as may be finalised by the Board.

**17. Valuation Officer/Surveying Valuer :**

(a) Method of recruitment

The post should be filled up by promotion from the Asstt. Valuation Officer with at least 5 years of service and as such and/or by deputation from the Rank of Asstt. Engineer under any Engg.Deptt. of the State Government. The officer on deputation must possess the Bachelor degree in Civil Engineering or equivalent from recognised University.

The promotional post shall be filled up through Selection Committee constituted by the Board for the purpose from amongst the Asstt. Valuation Officers considering seniority, experience, performance and fitness of capacity to take higher Responsibilities.

By Order of the Governor.

Sd/- O. S. Meena

Secretary to the Government of West Bengal.

No. 03/1/MA/O/C-4/3R-3/2004

Dated, Kolkata, the 3<sup>rd</sup> day of January, 2018.

Copy forwarded for information and necessary action to the Chairman, West Bengal Valuation Board, Mayukh (Ground floor), Bidhannagar, Kolkata – 700091.

  
Joint Secretary.

No. 03/2(10)/MA/O/C-4/3R-3/2004

Dated, Kolkata, the 3<sup>rd</sup> day of January, 2018.

Copy forwarded for information and necessary action to the. -

- (1) Chairman, Municipal Service Commission, 149, A.J.C. Bose Road, Kolkata – 700 014.
- (2) Principal Accountant General (A &E), West Bengal
- (3) Principal Accountant General (G.&SSA), Treasury Buildings, Kolkata : 700 001.
- (4) Member Secretary, West Bengal Valuation Board, Mayukh, Salt Lake, Kolkata – 91.
- (5) P.S. to the Minister-in-Charge, Urban Development & Municipal Affairs Department, Government of West Bengal.
- (6) Sr. PA to Secretary of this Department.
- (7) PA to Joint Secretary of this Department.
- (8) \_\_\_\_\_ Wing of this Department.

  
Joint Secretary.