



# BUDGE BUDGE MUNICIPALITY

OFFICE OF THE COUNCILLORS

71, MAHATMA GANDHI ROAD, BUDGE -BUDGE, SOUTH 24 - PARGANAS  
KOLKATA – 700137

Sri Gautam Dasgupta  
Chairman  
Budge Budge Municipality  
Email: [chairmanbbm@gmail.com](mailto:chairmanbbm@gmail.com)

Residence:  
A/3, Govt. Quarters  
P.O. & P.S. Budge Budge  
Dist. South 24 Parganas

Memo No.

Date.

## NOTICE

NOTICE NO: BBM/BD/LBS/1/2024

DATE-25.11.2024

Application(s) in prescribed form (in hard copy) is(are) invited from the eligible candidates for the enrollment of technical personnel in different categories of Licensed Building Surveyor (I & II), Structural Engineer (I & II), Geotechnical Engineer (I & II) and Structural Reviewer for sanction of Building Plan under Budge-Budge Municipality.

Note: It may please be noted that initially no enrolment fees may be deposited by the applicant along with their application form. Only the selected applicants may deposit their enrollment fees accordingly to the selected categories as stated above. The mode of deposition of enrollment fees may be intimated in due course.

Applicants may be asked to appear for an interview in the prescribed date and time which may be intimated later on through email or letter. Applicant may apply for more than one category and in that case they should submit separate application for each category. **Last date of submission of application by addressing to the Chairman is 10.01.2025.** No application shall be entertained after the last date of submission mentioned above. All candidates who are interested should submit their application in prescribed format (**annex-A**) along with self attested photocopy of his/her educational qualification and work experience. The top of the envelope contains the application, should mention the category of application.

Municipal Office,  
Budge -Budge

Memo No. ....11.98 / (7)

Copy forwarded for information and necessary action to: -

1. The Vice-Chairman, Budge-Budge Municipality
2. The Executive Officer -do-
3. Sri M. Adhikary, SAE, -do-
4. Sri S. Banerjee, Staff, PWD -do-
5. Sri B. Satra, Staff, PWD -do-
6. Record Section, -do-
7. Sri S. Chatterjee, ITC -do-

} with a direction to display in Office Notice Board  
with a direction to upload in the Municipal website.

Municipal Office,  
Budge -Budge

  
25.11.24

Chairman

Budge -Budge Municipality

Date...25.11.24

  
25.11.24

Chairman

Budge -Budge Municipality

FORMAT OF APPLICATION

To,  
The Superintending Engineer, East Circle  
Municipal Engineering Directorate  
Government of West Bengal.

Affix one  
passport size  
recent colour  
photo with  
signature  
across photo

Through the Chairman / Chairperson, ..... Municipality.

Subject: Application for enrolment for Structural Engineer (Class – I or II) /  
Geo-Technical Engineer (Class – I or II) / Structural Reviewer of  
..... Municipality.  
(Please strike out whichever is not applicable).

Name of Municipality for which applied for .....

Category and class for which applied for ..... Class .....

Your reference no. / Notice memo no. ....

Sir/Madam,

In response to your advertisement in the press regarding enrolment for different categories of technical personnel mentioned in the subject noted above, I would like to enrol myself as a candidate for empanelment as ..... Class ..... under ..... Municipality as required in terms of West Bengal Municipal (Building) Rules, 2007 with latest Amendment vide Notification No. 105/MA/O/C-4/3R-14/2015, dated 26.02.16, M.A. Deptt., Govt. of West Bengal and subsequent amendment.

My bio-data is furnished below:

- 1) Name :
- 2) Date of Birth :
- 3) Name of father / mother :
- 4) Address for communication (address proof is to be enclosed)
  - i. Residential Address:
  - ii. Permanent Address :
  - iii. Phone Nos. :
    - a) Land Line No :
    - b) Mobile No\* :
  - iv. e-mail Address\* : (Please provide e-mail in Block Letters)



5) Qualification :

i) Educational / Technical Qualification :

Examination Passed	Year of Passing	Name of Institution	University	% of Marks /Grade

i) Work Experience :

Name of Organization, if any/Self employed	Nature / Details of work	Period of work	Remarks

Certified that the statements furnished above are true and I understand that at any point of time if any information is found to be incorrect or false, penal action may be imposed as per rule. In case of proper documentation is not provided by me, my application may liable to be cancelled. I am submitting my application strictly as per the proforma enclosed in the Notice All documents in original will be produced in due course of time as & when asked by the authority.

I also understand that the communication regarding the date of interview may only be sent to me only through my e-mail. I have provided my correct e-mail ID in my application form.

Thanking You,

Yours faithfully,

(Signature of Applicant)

(Name in Block Letters)

