

# West Bengal State Health & Family Welfare Samiti

Swasthya Bhawan, Wing-'B', 3<sup>rd</sup> Floor  
GN-29, Sector-V, Bidhannagar  
Kolkata – 700091

Recruitment Notice No. SHFWS/2025/329

Date: 10.12.2025

West Bengal State Health & Family Welfare Samiti will engage personnel purely on contract basis against subsequent vacancies for the position of **Data Manager (DPMU/CPMU)** under **National Urban Health Mission**, Department of Health and Family Welfare, Government of West Bengal.

**The applicant must be a permanent resident of West Bengal and must have knowledge of local languages.**

Eligible candidates should apply online in the prescribed format as given in Department's Website **from 11 am of 15<sup>th</sup> December, 2025 to Midnight 29<sup>th</sup> December, 2025** for the mentioned position.

Only online applications will be accepted. Application forms not properly filled in or incomplete application forms are liable to be cancelled. Application fees of ₹50/- for reserved category candidates have to be deposited through on-line mode only. The amount is non-refundable (Details of on-line mode, payment details and important dates are given in General Information point no. 10 & 11).

Existing employees working under National Health Mission in the same position (i.e Data Manager (DPMU/CPMU)) may also apply on own choice. In that case, five (5) years relaxation of age from the maximum age limit mentioned in the recruitment notification will be given to such employees, but will not be entitled to any other benefits of the present position such as continuity of length of service, rationalization benefits and any other benefit, if applicable, against that post. Such employees will start as a fresher in the new position, if selected.

All the essential criteria must be completed on or before the first date of online application.

## Details for the position

Name of the Position : **Data Manager (DPMU/CPMU)**

Number of Vacancies : **2 (ST-1, SC-1)**

[\*If any subsequent vacancies of the said post are created till the panel remains valid, such subsequent vacancies would be filled up over and above the declared vacancies from the approved panel by maintaining reservation roster.]

Remuneration : **₹35,000 per month.** \*(Increment as per NHM guidelines)

Place of Posting : **Asansol Municipal Corporation and District Programme Management Unit North 24 Parganas**

Essential Criteria : **1) Masters in Computer Application (MCA) with 2 years experience in data recording and data analysis.**

**OR**

**Master Degree in Statistics (M.Sc. - Statistics) with 1 year experience in data recording and data analysis**

**OR**

**Bachelor in Computer Application (BCA) with 3 years experience in data recording and data analysis.**

**OR**

**Bachelor in Information Technology with 2 years experience in data recording and data analysis.**

**2) Efficiency in computers including MS office.**



Age (as on 01.01.2025) : Maximum 40 years and Minimum 21 years.  
(Age relaxation will be given for the reserved candidates as per govt. norms.)

**MODE OF SELECTION** : Initially applications will be shortlisted on the basis of marks obtained in essential academic qualification and experience. Shortlisted candidates will be called for computer Test after original testimonials verification. The candidates must obtain **at least 50% marks in the computer test to qualify for the position.**  
Final selection will be done on the basis of score of educational qualification, experience and computer Test.

**Scale of Scoring - Total 100 Marks**

Name of the Position	Essential Qualification	Computer Test	Essential Experience
Data Manager (DPMU/CPMU)	75 (based on % of marks obtained in the essential qualification)	15	10

**General Information for the Applicants/Candidates**

- Only online Applications will be accepted. **Application forms not properly filled in or incomplete Application forms are liable to be cancelled.** If the online application details submitted by the applicant differ with the original testimonials, that application shall be liable to be cancelled.
- If proper signature and photograph are not uploaded at the time of online application that application shall also be liable to be cancelled.
- The Essential Qualifications mentioned are the minimum and mere possession of the same does not entitles the candidate to claim selection. **All the essential qualifications must be completed within the first date of online application.**
- Experience will be calculated after obtaining the required qualification for the above mentioned position, till the first date of online application.
- Caste Certificate issued on or before the last date of online application, by the competent authorities of West Bengal only will be accepted.
- Hard copy/print copy of the online registration form may be downloaded from the link "<http://hr.wbhealth.gov.in:8888/Index.aspx>"-> "Application Print" and should be retained by all the applicants for document verification purpose. Without registration form, candidates will not be entertained for original testimonials verification by the authority. No need to send Hard copy/print copy of the online registration form by post.**
- On-line registration No. should be retained by all applicants for future reference. Employer is not liable to give any information regarding the on-line registration no. in future.
- A candidate claiming to be S.C./S.T. must have a certificate in support of his/her claim from a competent authority of West Bengal.  
No claim for being a member of the SC, ST shall be entertained after submission of the application.
- Marking after rounding off up to 2 decimal points will be considered.
- |  |  |
|--|--|
| i) Start date of Application                     | : From 11 a.m. of 15 <sup>th</sup> December, 2025. |
| ii) Last date of Registration                    | : Midnight of 24 <sup>th</sup> December, 2025.     |
| iii) Last date of Submission of application Fees | : Midnight of 26 <sup>th</sup> December, 2025.     |
| iv) Last date of final Submission of form        | : Midnight of 29 <sup>th</sup> December, 2025.     |



11. The online deposition of application fees can be done through net banking or credit/debit card system through an online interface. If the payment is successful, the candidate will be immediately reverted back to the link for final submission of the application form by using the application id already received at the time of Registration. Please do not deposit application fees more than one time.
12. The candidates, **if found ineligible/absent** at any stage of recruitment process, will not be called for the subsequent stages of the selection process.
13. The decision of the competent authorities regarding the recruitment is final.
14. The competent authorities may cancel the recruitment process at any stage of the selection process.

Applicants are requested to visit [www.wbhealth.gov.in](http://www.wbhealth.gov.in) at the link "On-line Recruitment" for on-line applications and link "Recruitment" for information/instruction issued from time to time.



Executive Director  
WB SH & FW Samiti