

# NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)

Plot No. DG/13, Premises No. 04-3333, Action Area-ID,

New Town, Kolkata - 700 156

No. 6496/NKDA/ADMN(Health)-1216/2023

Dated- 07/08/2025

## Advertisement for engagement of Medical Technicians

Applications are hereby invited from eligible candidates for the engagement of a few Medical Technicians on contractual basis at the Health Centres within the jurisdiction of New Town Kolkata Development Authority (NKDA).

1.	<b>Name of the Position</b>	:	<b>Medical Technicians</b>
2.	<b>Period of engagement</b>	:	Initially for 01 (One) year from the date issue of work order. The contract can be extended further depending on assessment of performance, mutual willingness and depending on the requirement. The contract may be terminated on one month's notice from either side or on payment of one month's pay in lieu thereof. Unauthorized absence may lead to termination of the engagement.
3.	<b>Monthly Honorarium</b>	:	As per the prevailing rate minimum wages for skilled labour notified by the Labour Department to the Govt. of West Bengal.
4.	<b>Nature of Duties</b>	:	To work as Medical Technician (Operation & management of medical equipment, collection of blood samples, maintenance of all kinds of records related to health centres, dispensing of medicine, storekeeping and inventory management) under the supervision of the Medical Officer of the concerned Health Centres or as per the guidelines of the Government issued from time to time.
5.	<b>Area of operation</b>	:	Candidates selected shall be assigned to work within any Health Centre under the jurisdictions of NKDA.
6.	<b>Eligibility Criteria</b>	:	1. Nationality: Must be an Indian citizen. 2. Age: Below 60 years as on 01.07.2025. 3. Educational Qualification: Must have passed Secondary or equivalent examination from a recognized board. Marks in the additional subject will not be considered.



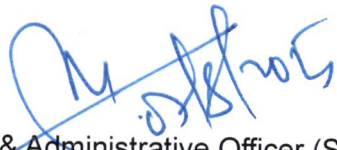
7.	<b>Experience</b>		Applicants should have experience as Medical Technician in any Government Hospital/Government Health Centres at least for five (5) years or more (preferably).
8.	<b>How to apply</b>	:	Interested candidates shall submit applications in the prescribed format (Annexure), along with the following self-attested documents: a) Proof of age (Madhyamik admit card/certificate), b) Proof of residence (Aadhaar card / Voter ID / Ration Card), c) Caste certificate, if applicable, d) Two recent passport-size photographs, e) All documents should be placed in a sealed envelope clearly superscribed with: "Application for the post of 'Medical Technicians', The application should be submitted to the following address: To The Chief Executive Officer, New Town Kolkata Development Authority (NKDA) Plot No. DG/13, Premises No. 04-3333 Action Area I-D, New Town, Kolkata 700156 and for on line <a href="mailto:ceo@nkda.in">ceo@nkda.in</a>

**# General Instructions :**

- a) Engagement is purely contractual basis and does not guarantee any future absorption or employment under NKDA.
- b) Canvassing in any form shall lead to disqualification.
- c) NKDA reserves the right to cancel or modify the recruitment process without assigning any reason.
- d) The original documents must be produced at the time of interview for verification.

**The last date for receiving applications is the 28th August, 2025 (1730 hrs).**

Applications received after the closing date or without the prescribed documents or otherwise found incomplete or not in the prescribed proforma will be rejected and no correspondence shall be entertained in this regard.

  
 OSD & Administrative Officer (SW)  
 New Town Kolkata Development Authority

## ANEXURE

### APPLICATION FORM FOR THE POST OF MEDICAL TECHNICIAN

(Please fill the application form in CAPITAL LETTERS in own handwriting with Ball point pen)

TO

The Chief Executive Officer,  
New Town Kolkata Development Authority,  
Plot No. DG/13, Premises No. 04-3333,  
Action Area – ID, New Town,  
Kolkata 700 156

1. Name in full (Block Letters) :
2. Father's/Husband's name :
3. Present Address with PIN :
4. Mobile Number & e-mail ID :
5. Date of Birth :
6. Age as on 01.07. 2025 : Years.....Months .....Day.....
7. Category : SC ☐, ST ☐, General ☐, OBC ☐
8. SC/ST Certificate No. (if applicable) :
9. Aadhar No. :
10. Qualification :

Name of Examination	Year of Appearance / Passing	Board / Council	Total Marks of the Exam	Total Marks Obtained	% of Marks obtained

Details of Experience (if any) :

**Enclosures :**

- 1) Birth Certificate or Admit Card of Madhyamik or equivalent Examination (Self attested photocopy).
- 2) Voters Identity card (EPIC), Aadhar and Ration Card (self-attested photocopy).
- 3) Marksheet and Admit card of Madhyamik or equivalent Examination (self-attested photocopy).
- 4) If applicable SC/ST Certificate (Self attested photocopy).

**Declaration:** I have read carefully the notice and understood it fully. I do declare that all the statement made on this application are true complete and correct to the best of my knowledge and belief. In the event of the above information being found false/incorrect at any stage my candidature is liable to be cancelled forthwith. This is also to certify that I have no criminal record anywhere and if any criminal record is found my candidature will be summarily rejected even if I get selected for the post. I am fully aware that the engagement is purely Contractual and Temporary and I shall not claim for permanent engagement by virtue of this in future.

Place :

Date :

Full Signature of the Applicant