

THE WEST BENGAL COLLEGE SERVICE COMMISSION
NOTICE FOR REQUISITION AGAINST VACANCIES
FOR THE SUBSTANTIVE POST OF
ASSISTANT PROFESSORS AND LIBRARIANS

In continuation of previous notification dated 10th June, 2015 by WBCSC, the Authorities of all the Government-aided Colleges in West Bengal are hereby requested to submit the **Requisition** (in triplicate) in the **prescribed format** along with all the **necessary documents** (see note below) by **31st December, 2015** against **all the vacancies** for the substantive post of **Assistant Professors and Librarians** created by way of retirement, resignation, death, dismissal or approval of a new post by the Government on or before **1st December, 2015**.

Note :

- ◆ **Requisite Annexures : i) Photocopy of ROA duly authenticated by the BCW and/Social Welfare Department, as required, ii) Copy of the G.O., if the post is newly created and iii) Relevant G.B. resolution.**
- ◆ **Requisition (using Proforma 2015) alongwith annexures & vacancy statement must be submitted in three sets.**
- ◆ **Requisition sent earlier against notification dated 10th June, 2015 need not submit the requisition again.**

Dated : 9th December, 2015

By order
Secretary

Please see next two pages for

1. **REQUISITION FORM**

2. **STATEMENT FOR FILLING UP VACANT SUBSTANTIVE POST(S)**

THE WEST BENGAL COLLEGE SERVICE COMMISSION

**REQUISITION FORM TO BE USED BY COLLEGES FOR INTIMATING VACANCIES FOR THE POSTS OF
ASSISTANT PROFESSOR/LIBRARIAN**

(To be submitted separately for each vacancy)

1. a) Name of the College :

- b) Address with PIN CODE and Contact No. :

- c) Name of the Principal/TIC with contact No. :
- d) Affiliating University :
2. a) Name of the Post (Assistant Professor/ Librarian) :

- b) Name of the subject, If the post is for Assistant Professor :

- c) Teaching being imparted in the subject at
General/Honours/PG level :

- d) Whether the Post is for B.Ed. course (Yes/No) :
3. a) Total Number of Sanctioned substantive Posts of the Subject/Librarian :

- b) No. of Existing Teacher(s)/Librarian(s) in the substantive Post :

- c) No. of admissible substantive vacant Post(s) :
4. a) Roster Position of Vacancy :

- b) Category (Gen/SC/ST/OBC A/OBC B/PH) :
5. a) Reason for creation of vacancy (Retirement/Resignation/
Death/Dismissal/New Post) :

	Librarian						NA	

DECLARATION

1. Data/information furnished above are correct and true to the college records.
2. The college authority has decided to fill up the vacant posts through WBCSC after authentication by the BCW and/Social Welfare Department, as required.
3. The College Authority will remain responsible for any discrepancy or wrong information or misrepresentaiton of information.

**Signature of the Principal/TIC/President of the Governing Body/Administrator
with date and seal**