

West Bengal Legislative Assembly Secretariat

Employment Notification No. 191 LA/Estab.

Dated 19th February, 2026

NOTIFICATION

Recruitment Examination of Group-D Posts on contractual basis in West Bengal Legislative Assembly Secretariat

Applications are invited by the West Bengal Legislative Assembly Secretariat from eligible candidates for engagement in six (06) Group-D Posts in West Bengal Legislative Assembly Secretariat on contractual and purely temporary basis at a consolidated pay of Rs. 12000/- per month for a period of one year or till filling up the said posts on regular basis, whichever is earlier. Details are as follows:-

Information to Candidates

The West Bengal Legislative Assembly Secretariat will hold a competitive examination for engagement in six (06) Group-D posts in West Bengal Legislative Assembly Secretariat on contractual and purely temporary basis at a consolidated pay of Rs. 12000/- per month for a period of one year or till filling up the said posts on regular basis, whichever is earlier. A candidate should verify from this notification whether he/she is eligible for appearing in the examination. The conditions prescribed here-in-after cannot be relaxed.

NO. OF VACANCIES :

Contractual Group-D Posts : 06 (unreserved)

- i) Chowkidar in State Legislators' Hostel- 01(Female unsuitable)
- ii) Female Room Attendant in State Legislators' Hostel- 01(Male unsuitable)
- iii) Telephone Attendant in State Legislators' Hostel- 01
- iv) Darwan, West Bengal Legislative Assembly Secretariat- 01(Female unsuitable)
- v) Karmabandhu, West Bengal Legislative Assembly Secretariat- 02

N.B. No candidate will be eligible to apply for more than one post.

EDUCATIONAL QUALIFICATION:

Pass in Madhyamik Examination or its equivalent from any recognized Board.

AGE:

Not more than 40 years and not less than 18 years as on the date of publication of this Notification. Upper age limit is relaxable as per existing Govt. norms.

FEE:

Candidates are not required to pay any fee for applying for the given posts.


SCHEME OF EXAMINATION

Selection will be made on the basis of written examination and an interview. Candidates qualifying in the written examination will be called for the interview. The written examination will be held on the basic knowledge of English and Bengali as Language and General Knowledge comprising of 30 marks in total. The duration of the written examination shall be 1 Hour. The interview will carry 10 marks. The final merit list will be prepared on the basis of the combined marks obtained in the written examination as well as in the interview.

APPLICATION:

1. A candidate applying for the examination should send the application in an envelope superscribing clearly "Contractual Group-D posts" on the cover page of the envelope by addressing to "The Principal Secretary, West Bengal Legislative Assembly Secretariat, Assembly House, Kolkata-700001". Complete application must reach this Secretariat **on or before 27th February, 2026 by 5 p.m.** Application Form, duly filled in, received after the prescribed date will not be entertained.
2. Application form must conform to the format as given in Annexure of this Notification.
3. Applicants should affix two self-attested identical recent passport size photographs, one to be pasted in the relevant space in the application form and the other one to be annexed to the application form.
4. Candidates must enclose copies of the testimonials regarding educational qualification and experience, if any, with their applications.
5. Incomplete applications will be summarily rejected.

****For further announcement, all concerned are requested to follow the website of West Bengal Legislative Assembly Secretariat.**

 19/2/26

Joint Secretary

West Bengal Legislative Assembly

ANNEXURE
(Application Format)

**APPLICATION FOR THE POST OF GROUP-D POSTS ON CONTRACTUAL AND PURELY
TEMPORARY BASIS IN WEST BENGAL LEGISLATIVE ASSEMBLY SECRETARIAT**

To
The Principal Secretary,
West Bengal Legislative Assembly Secretariat
Assembly House, Kolkata 700 001

**Attach a
passport
size
photograph
and sign
across it**

1) Name of Candidate:
(in block letters)

2) Father's/Husband's Name:
(in block letters)

3) Date of Birth:

4) Name of the Post applied for:.....

5) Email Id.:

6) Mobile No.

7) Present Address :
.....
.....

8) Permanent Address:
.....
.....
.....

9) Nationality:

10) Gender:

11) Whether belongs to S.C./S.T./O.B.C.(Non-creamy layer)/Ex-serviceman/PWD (with 40% and above) etc. (self-attested copy of the Certificate to be enclosed)
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12) Educational Qualification

| Serial No. | Name of Examination | University/Board | Year of Passing | % of Marks | Subjects taken |
|------------|---------------------|------------------|-----------------|------------|----------------|
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(self-attested copies of the Certificates & Mark sheets are to be enclosed)

13) Working Experience:
(Self-attested copy of certificate to be enclosed)

14) Whether any near/distant relative is working at West Bengal Legislative Assembly Secretariat: (if yes, write the name and designation of the employee and describe the nature of his/her relationship with the candidate)

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15) List of documents attached with the application:

- (a)
- (b)
- (c)

Declaration

(a) I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief;

(b) The original certificates required to be submitted with this application are in my possession and the same will be produced on demand.

Signature

Date