



**GOVERNMENT OF WEST BENGAL
OFFICE OF THE SUB-DIVISIONAL MAGISTRATE
MIRIK SUB-DIVISION
OLD COLLEGE BUILDING, MIRIK
DIST DARJEELING
Email- sdomirik@gmail.com**

Memo. No. 278 /ASHA/2025/SDO/MRK/2025(III-30)

Date: 02/09/2025.

NOTICE FOR ENGAGEMENT OF ASHA

In pursuance of the Order vide Memo. No. HFW/NHM-466/2021/1475 dated 28.04.2022 of Secretary, H&FW Deptt., Health & Welfare Department and vide no. HFW/NRHM-652/12/1162 dated 19.03.2025 of Mission Director, H& FW Dept, Government of West Bengal of the Health & Family Welfare Department, Government of West Bengal & No HFW-27011/216/2018-NHM SEC-Dept. of H&FW/Part-I/1411 dated 16.05.2025 of the Principal Secretary, Health & Welfare Department, Govt of West Bengal, & Memo. No 650/CMOH/Slg/2025 dated 01.09.2025 & Memo. No. 659/CMOH/Slg./2025 dated 01.09.2025 of the CMOH, Darjeeling, applications are hereby invited in the prescribed format given herein as **Annexure- B** from the candidates having Indian Citizenship for engagement in the purely temporary post of **Accredited Social Health Activist (ASHA)** under NHM against vacant posts in different villages/locality comprised under Mirik Block under Mirik Sub-Division mentioned in the **Annexure- A** Remuneration will be paid to the selected ASHA at the rate as notified by government from time to time.

Date of submission of application from 04.09.2025 to 22/09/2025 (Time 11:00AM to 05:00 PM) on all working days.

Last date of submission of Application Forms 22/09/2025 till 05:00 P.M

Venue of submission of Application Form-respective office of the Block Development Officer, Mirik under whose jurisdiction the ASHA post has been sanctioned.

Eligibility

1. Should be married/divorced or widowed women.
2. Should be a permanent resident of the demarcated service area of the concerned village for which she will be selected.
3. Should be within the age group of 30 to 40 years. In case of SC/ST candidates the lower age limit may be relaxed to 22 years.
4. Should be Madhyamik appeared or equivalent.
5. Candidates who are Madhyamik pass or possessing higher qualification are also eligible. However, in case of candidates possessing higher qualification, only marks obtained in Madhyamik or equivalent examination will be considered.

Mode of Application:

1. Application is to be filled up in prescribed format given herein under Annexure-B and to be submitted to the BDO office, Mirik on and from **04/09/2025 to 22/09/2025 (from 11:00 AM to 05:00 PM) on working days.**
2. Application received after last day of submission will not be entertained.
3. Completed applications must be submitted with two passport size colored identical photograph- one of which shall be pasted in the space provided in the Applications Form in Annexure-B & other is to be submitted with the Application Form.
4. The passport size photograph affixed on the application must be self-attested by the candidates in such a way that some portion of the signature of the candidate shall lie on the application form and rest portion of signature shall remain on the photo.
5. All the requisite documents as prescribed must be attached with the application form and application along with all the documents should be submitted to the BDO office, Mirik by hand on or before the closing date and time.
6. One self-addressed envelope (23 cm X 10 cm) affixed with postage stamp of Rs. 5/- (Rupees Five) only must be attached with the filled in application.
7. Should any of the statement made in the application by any candidate be subsequently found to be false during subsequent stages her candidature will be liable for cancellation, her engagement will be liable to terminated even if she is selected. Willful suppression of any material facts will also be similarly dealt with.
8. Candidate should take particular note that all entries in their application will be treated as final & no further alteration in this regard will be entertained after submission of the application. "The envelope covering the application shall be addresses as below:

1. ASHA Code No. _____

2. Name of the Candidate _____

3. Contact No _____

4. Postal Address of the Applicant with Pin. _____

9. Mode of Selection

- The Application is to be submitted in the prescribed format as mentioned in Annexure-B in this notification.
10. Defective applications will be rejected. No candidates shall submit more than one application. More than one application, if submitted by the same applicant, will not be entertained and remaining application(s) will be cancelled.
 11. Incomplete application shall summarily be rejected without any notice to the candidate or else.
 12. The envelope containing the application form should be superscripted and underlined with "Application In response to the advertisement No.01/ASHA/2025/SDO(C) dated 04/09/2025.
 13. Closing date for receipt of application is **05:00 PM on 22.09.2025.**
 14. Application form in Annexure-B is available in the District Website-<https://darjeeling.gov.in> which may be obtained through downloading or may be obtained from BDO office, Mirik.

Documents to be Submitted:

Self-Attested Photocopies of Documents to be submitted with the application form and originals to be shown mandatorily by the applicant during the time of Interview.

1. The proof of permanent residence - (Voter Identity Card / Ration Card).
2. Mark Sheet of Madhyamik or Equivalent Examination of recognized board as applicable. Mark Sheet is to be provided by the candidate even in case of failure in the examination.
3. Admit Card of Madhyamik or Equivalent Examination of recognized board / Birth Certificate as proof of age.
4. SC/ST Certificates is required to be submitted in support of claim for relaxation of age.
5. Copy of higher educational qualification(s) above class 10 standard may be submitted.
6. Candidates who are members of Self-Help Group (Grade-I or Grade-II) may submit the certificates issued by the Block Development Officer, Mirik.
7. Candidates who are trained Dais/Link workers under BPHC may submit the certificate issued by the BMOH of Mirik Block.
8. Documents for proof of Marriage/Divorce/Widow, if available may be submitted along with the application.
9. The original documents (except mentioned in Point 6 & 7) need not to be submitted. The self-attested copy of certificates will be checked / verified during the interview. Hence the qualified /short listed applicants will be asked to bring the original documents during interview or consequently for verification.

Mode of Selection:

1. The Selection would be based on marks obtained by the candidates in the Madhyamik or equivalent examination of recognized board (90% weightage) and score in interview (10% Weightage)
2. The applicant shall not possess adverse criminal record which renders her unsuitable for the post.
3. Areas where the majority of the population belongs to SC/ST preference will be given to candidates from that category, keeping the selection criteria fixed.
4. Preference would be given to grade I & II SHG members/Trained Dais/link workers keeping the selection criteria fixed.
- 5.. The candidature of a candidate will be rejected if she does not appear in interview (when called for) even if she is otherwise eligible and secures the highest marks.

General Conditions:


1. Read all the instructions carefully mentioned above before applying. Fill the Application Form with due care.
2. Help Desk has been set up at Mirik Block Office and BPHC for assistance and further queries.
3. Submission of the application does not guarantee an appointment.
4. In case of any misrepresentation of facts and documents, the applicant shall be disqualified at any time and at any stage during the process of selection. Appropriate legal action may be taken against the candidate.
5. The Sub-Divisional Level ASHA Selection Committee reserves the right to alter the mode of examinations or to conduct re-interview or to cancel part or whole of any process of recruitment at any stage, if required.


Sub-Divisional Officer Mirik
&

Member Secretary ASHA Selection Committee
Mirik

Copy forwarded for information, necessary action and with a request to cause wide circulation to:

1. The District Magistrate and Chairman of ASHA Selection Committee, Darjeeling.
2. The CMOH, Darjeeling
3. The ACMOH, Darjeeling.
4. The Dy. CMOH-III, Darjeeling.
5. The DPHNO, Darjeeling.
6. The D.P.O., ICDS, Darjeeling with a request to brief the CDPO under his jurisdiction to display same in their office and all the AWCs under their jurisdiction and to send a certificate to that effect to the undersigned within two days of receiving this notice.
7. The Block Development Officer, Mirik with a request to brief the Gram Panchayat staff accordingly, to advertise the above Notice in Block & Gram Panchayat Office, to set up a Help Desk for ASHA at the Block Office, to receive applications of ASHA with proper receipt, to maintain a register for applications, etc. And to send a certificate to that effect to the undersigned within two days of receiving this notice.
8. The BMOH, Mirik with a request to brief the BPHC/PHC Health Sub-Centre staff accordingly and to display same in all BPHC/PHC/Health Sub-Centre within his jurisdiction and to send a certificate to that effect to the undersigned within two days of receiving this notice.
9. The DIO, NIC, Darjeeling with a request to upload this notice in district website of Darjeeling immediately.
10. The District Programme Coordinator-ASHA, GTA, Darjeeling
11. The CA to the ADM (Gen.), Darjeeling
12. The CA to the ADM (Dev.), Darjeeling.
13. The CA to the ADM (LR), Darjeeling
14. Office Copy.


Sub-Divisional Officer

&
Member Secretary ASHA Selection Committee
Mirik

Vacancy list of ASHA under GTA, DARJEELING as on 01. 09.25

Annexure A

| Sl. No. | Name of Sub-Division | Name of BLOCK | ASHA Code | Name of GP | Name of Sub-Centre | Details of the Demarcated service area to be covered by ASHA | Preference |
|---------|----------------------|---------------|-----------|------------|--------------------|--|------------|
|---------|----------------------|---------------|-----------|------------|--------------------|--|------------|

Total vacancy Kurseong =4

| | | | | | | | |
|----|-------|-------|-----|-------------------|------------|-----------------------|-----|
| 47 | Mirik | Mirik | 100 | Chenga Panighatta | Lohagarh | Lohagarh Bich Line | ST |
| 48 | | | 89 | Chenga Panighatta | Panighatta | 10- No Balay Busty | Gen |
| 49 | | | 68 | Soureni GP-II | Biscare | Singbulli Pahila Goan | SC |

Total vacancy Mirik =3

Lee
01/9/2025
Chief Medical Officer of Health
Darjeeling



Photocopy of documents to be submitted (बुझाउनु पर्ने कागजातहरूको फोटोकपी)

1. Proof of Educational Qualification

(शिक्षा योग्यताको प्रमाण)

2. Proof of Residence (बासस्थानको प्रमाण) Voter Card, Ration Card (मतदाता आईडी कार्ड, रासन कार्ड)
3. Proof of Age (Valid Birth Certificate/ Madhyamik Pariksha or Equivalent Admit Card)
(उमेरको प्रमाण, जन्मदर्ता प्रमाण पत्र / माध्यमिक परीक्षा वा समानको एडमिट कार्ड)
4. Caste Certificate (for SC and ST only) (प्रमाण पत्र, अनुसूचित जाति र अनुसूची जनजातिलाई मात्र)
5. Two Self attested Passport size photograph (One attached with the application) (आफूद्वारा हस्ताक्षर दुईवटा पासपोर्ट साइज फोटो, एउटा चाही आवेदन पत्रमा टाँसिदिनु)
6. One self addressed envelope with postage stamp of Rs. 5/- affixed on envelope to be submitted. (एउटा लिफामा आफ्नो बसस्थानको ठेगाना लेखी ५ रुपयाको स्टाम्प टाँसिदिनु)
7. Married/ Divorced/ Widowed proof documents. (विवाहित / पारापाचुके / विधवा प्रमाण पत्र) EPIC or any Photo Identity proof of Husband's/ Married Regist. Certificate, if available.
8. Death certificate of Husband for Widowed Woman/ Certificate of Dissolution of marriage from competent authority for Divorced Women, if available. (विधवा स्त्रीको लागि स्वर्गबास पतिको मृत्यु प्रमाण पत्र / पारापाचुके स्त्रीको लागि पारापाचुके प्रमाण पत्र सक्षम अधिकारीबाट, यदि उपलब्ध छ भने)
9. Certificate issued by the respective Block Development Officer for Grade I & II SHG members or by respective Block Medical Officer of Health for Trained Dais/ Link Workers in original, if applicable.
(ब्लक डेभलपमेन्ट अफीसरबाट जारी गरको प्रमाण पत्र, दर्जा ०१ र दर्जा ०२ एसएचजी सदस्यहरूको लागि अथवा तालिम डेस / लिंक कामदारहरूको लागि। यदि लागू छ भने)

I do hereby certify that above information given by me are true to the best of my knowledge and belief. I do not have any adverse criminal record anywhere which may render me unsuitable for the post. I shall be solely responsible if any aforesaid information is proved incorrect. My candidature shall be liable to be cancelled if I am found to influence the process of selection.

(म यो प्रमाणित गर्छु कि मेरो जानकारी अनुसार मैले दिएको उक्त तथ्यहरू सत्य छन्। मेरो कहीपनि कुनै हानिकारक अपराधिक रेकर्ड छैन। जुन अपराधिक रेकर्डले चाहिँ यो नोकरीको निम्ति अयोग्य ठराउछ। यदि मैले दिईएको तथ्यहरू असत्य प्रमाण भए म स्वयं यसको निम्ति जिम्मेवारी हुनेछु। मेरो उम्मेदवारी रद्द हुनुको दावी पनि हुनेछ यदि यस्तो तथ्यहरू को प्रमाण भेट्याए।)

Place (स्थान):

Date (दिनांक):

(Signature of the applicant in full)
(आवेदक के पूर्ण हस्ताक्षर)

Serial No. in BDO Office Receipt register (सूचीमा क्रम संख्या) Date (दिनांक)
Candidate(परिक्षार्थी) Address (ठेगाना)

The application is hereby received. (आवेदन प्राप्त)

(Signature of the receiving authority)
(आवेदन पाउने अधिकारीको हस्ताक्षर)

APPLICATION FOR THE TEMPORARY POST OF ASHA

Advertisement Notice no. 01/ASHA/2025/SDO/MRK (III-30) dated 04.09.2025

Name of the Block Applied for Mirik Development Block

To
The Sub- Divisional Officer
Mirik, Darjeeling

(space for the office Use)

Roll No.

Paste here self attested
recent passport
size colour photograph

1. Name (नाम):
2. Father's Name (पिताको नाम):
3. Husband's Name (पतिको नाम):
4. Permanent Address (स्थायी ठेगाना) (Voter ID i.e. EPIC / Ration Card) (स्थायी ठेगानाको निम्ति मतदाता आईडी कार्ड अर्थात् EPIC / रासन कार्ड दिनु अनिवार्य छ)
- Gram (ग्राम):
- Post Office (हुलाक):
- Panchayat (पञ्चायत):
- Block (खण्ड):
- Zilla (जिल्ला):
- Pin Code (पिन कोड):
5. Date of Birth (जन्म तिथी):.....
6. Age (उमेर):..... Year (वर्ष)..... Month (महिना) (as on 28.04.2023)
7. Name of the Sub- Center applied for with ASHA Code :
(आवेदनको लागी उपकेन्द्रको नाम सहित आशा कोड, संलग्न गरीदिनु):
8. Marital Status (Put a Tick Mark): Married (विवाहित) () Divorced (पारापाचुके) () Widowed (विधवा) ()
(वैवाहिक स्थिति)
9. Caste Status (Put a Tick Mark): SC (अनुसूचित जाति) () ST (अनुसूचित जनजाति) () General (साधारण) ()
(जातिको दर्जा)
10. Contact No. (सम्पर्क मोबाईल नं): 01..... / 02.....
11. Educational qualification (Mention highest educational qualification and attach documents in support of claim). Description of marks obtained in the Madhyamik/ Recognized Equivalent Examination and above. Marks obtained in optional papers shall not be counted. Only marks obtained in compulsory papers shall be taken into consideration.

| Name of the Examination | Name of the Board/Council/ University | Year of appearing/ passing in the concerned examination | Total Marks in Examination | Total Marks obtained (excluding additional marks) | % of Marks obtained (excluding additional marks) |
|-------------------------|---------------------------------------|---|----------------------------|---|--|
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