

**GOVERNMENT OF WEST BENGAL**  
**OFFICE OF THE COMMISSIONER OF POLICE, KOLKATA**  
**18, LALBAZAR STREET, KOLKATA- 700 001**

**EMPLOYMENT NOTICE NO. FRC/Recruit/09/2018**

**DATE: 13<sup>th</sup> September, 2018**

A Walk-in-Interview is scheduled to be conducted for engagement of 75 (seventy five) no. of Civic Volunteers under Traffic Department of Kolkata Police against the posts sanctioned in terms of Government of West Bengal, Home & Hill Affairs Department, Police Establishment Branch Order no. 2801-PL/PB/3P-31/2012(Pt-I) dated 07/07/2017, as per the following table:

<b>Deployment in Unit</b>	<b>Number of Civic Volunteers</b>	<b>Date of Walk-in-Interview</b>	<b>Time of Walk-in- Interview</b>	<b>Venue of Walk-in-Interview</b>
Traffic Department, Kolkata Police	75	14/09/2018	12:00 P.M. to 04:00 P.M.	South West Traffic Guard, 31/1A Belvedere Road, Kolkata 700 027 (Beside Bhawani Bhawan)

**Details of the terms and conditions of the engagement of Civic Volunteers**

**A. The applicant should possess the following Eligibility Criteria:**

1. Preferably a resident of the area under the Kolkata Police jurisdiction.
2. Minimum age of the applicant should be 20 years (**as on 1<sup>st</sup> day of January, 2018**) and maximum age is 60 years.
3. Minimum Educational Qualification: Class VIII pass.
4. Preference would be given to the applicants who have done well in sports and have experience as NCC Cadet / Boy Scouts / NSS Guide / Civil Defence Volunteers etc.
5. Should not have any criminal record against him / her in any Police Station.
6. Should be physically and mentally fit.

**B. Selection process:**

1. Selection of Civic Volunteers for enrolment in Traffic Department of Kolkata Police will be done through the process of Walk-in-interview to be conducted by the selection committee comprising the Deputy Commissioners of Police, Traffic Department, Kolkata as Chairman and one Assistant Commissioner of Police & one Inspector working under Deputy Commissioner of Police, Traffic Department, Kolkata as members.
2. Any dispute arises during the selection process of Civic Volunteers will be decided by an Appellate Board comprising the Commissioner of Police, Kolkata as the Chairman and Addl. Commissioner of Police (IV), Kolkata and Jt. Commissioner of Police (O), Kolkata as members.
3. The selected volunteers will have no claim as to the employability in Kolkata Police or any other department of the Govt. for such engagement.
4. Each such volunteer will be paid honorarium at a rate prescribed by the Government on furnishing of working statement certified by Unit-in-Charge.
5. Each volunteer will be assigned one ID No. at the time of induction.
6. Each volunteer will have to undergo a 2 weeks' training course organized by Deputy Commissioner of Police, Home Guard Organization, Kolkata.
7. After observing necessary selection procedure and completion of training, such Civic Volunteer will be inducted and deployed in Traffic Department of Kolkata Police.

**C. Disciplinary matters:**

All Civic Volunteers will exhibit highest degree of discipline and devotion to Government duty. The Civic Volunteers will be liable to be demobilized-temporarily or permanently by Deputy Commissioner of Police, Home Guard Organization, Kolkata for the reasons noted below:

1. Dereliction of duty,
2. Indisciplined conduct,
3. Involvement in any criminal case other than the petty cases (however, if the person is acquitted then he / she can be re-instated if otherwise not unsuitable),
4. Long unauthorized absence from duty,
5. Indulgence in corruption / extortion,
6. Exhibiting conduct which is found to be unbecoming of a Volunteer deployed in assistance of the Police,
7. Incapacitated or medically unfit,
8. Any other reasonable cause to be determined by Head of unit.

**D. Interested Candidates should appear at the venue mentioned at the aforementioned table on 14/09/2018 (From 12:00 P.M. to 04:00 P.M.) with all relevant documents in Original & photocopy thereof alongwith 02 (two) recent passport size photographs.**

Sd/-  
**Administrative Officer,  
Kolkata Police**