



**Regd. Office**

Krishnapur, Dantan, Paschim Medinipur,  
PIN - 721426, W.B, India

**पंजीकृत कार्यालय**

कृष्णपुर, दांतन, पश्चिम मेदिनीपुर,  
पश्चिम बंगाल - 721426

**নিবন্ধীকৃত কার্যালয়**

কৃষ্ণপুর, দাঁতন, পশ্চিম মেদিনীপুর  
পশ্চিমবঙ্গ, সূচক - ৭২১৪২৬

E-mail : dmkk22@gmail.com, Contact No.- 9476336474 / 8942034923

Ref. No. DMKK/ .....

Date .....

## RECRUITMENT NOTICE

Notification No: DMKK/152/Misc

Date- 08/06/2026

**Only male Candidate should apply**

Sl no	Name of the post Vacancy & salary	Qualification & Experience	Age (year)
1.	<b>Programme Manager</b>  (One post)  Rs 30000/- pm	Essential: MSW/Graduation in any stream of Social Science. Desirable: <ul style="list-style-type: none"><li>• Post Graduation degree in any subject of social science</li><li>• Good writing and speaking skill in English</li><li>• Experience in working in social sector at least 10 Years, preferably fund raising work experience</li><li>• Project proposal writing skill</li><li>• Sound knowledge in computer application and Presentation</li><li>• Should know bike driving and valid driving licence</li><li>• Team building capacity</li><li>• Should have resource mobilisation capacity</li></ul>	25-45 yrs

### Note:

- Selection will be done through Interview. Date of Interview will be intimated after scrutiny the applications.
- Initially this contractual will be done for 6 months. After completion of rendering 6 months service, a review will be done. Further extension will depend on the performance of the employee.
- Every Sunday will be holiday. Extra 15 days leave besides the leave as per monthly holiday list of this organisation. Maximum 5 days leave may be enjoyed at a stretch.
- Interested & eligible candidates are requested to send all supporting documents along with the application format through post/courier/by hand. Last date of receiving application is 25/06/2026. Application through e-mail will not be considered/ accepted.
- Offer letter to the selected candidate will be issued in this month. Engagement will be done from the month of July, 2026.
- To get application our website may be visited and download the application format. [www.dmkk.org.in](http://www.dmkk.org.in) Please tab on **recruitment** menu of home page.

(A sample copy of application format is enclosed herewith)

  
Secretary  
Dantan Manav Kalyan Kendra

## **Application for the post of Programme Manager**

To  
The Secretary  
Dantan Manav Kalyan Kendra  
Krishnapur, P.O-Dantan  
Dist-Paschim Medinipur  
Pin-721426,

Name of applicant (Block Letters) :

Father's/Husband's Name :

Address (Permanent) : Vill-  
P.O-  
Block-  
Dist-  
Pin Code-

Date of birth (DD/MM/YYYY) :

Caste :

Blood Group :

AADHAAR No :

Phone No (Whatsapp No) :

Mail ID :

**Educational Qualification** :

S No	Degree	Board/University	Year	% of marks obtained
1	Secondary			
2	Higher Secondary			
3	Graduation (Subject)			
4	Post Graduation (Subject)			

**Detail of Training (if any) :**

Sl. No	Subject/theme of training	Duration (Days/months)	Conducted by
1			
2			
3			
4			

**Detail of working experience (if any) :**

Sl. No	Name of Institution/organisation where worked	Duration	Salary drawn
1			
2			
3			
4			
5			
6			
7			

**Declaration:**

I do hereby declare that the information furnished above are true & correct to the best of my knowledge and belief.

Place:

Date:

Signature of applicant

**N.B:** All documents in support of Educational Qualification, training, work experience & Address to be enclosed with the application form.