

## ONLINE APPLICATION FORM FILL UP USER GUIDE

### How To Apply:

Website : <http://www.wbhealth.gov.in/Recruitment>

Candidates need to click on Apply Online link. Then instruction form will appear.

**Please ensure that you meet all the eligibility criteria specified in the full Advertisement before you start filling up the ONLINE Application.**

Then Click Check Box and Click **CONTINUE**.



**Department of Health and Family Welfare**  
Salt Lake,GN-29,Kolkata-91  
Govt. of West Bengal  
**Online Application**



**Please ensure that you meet all the eligibility criteria specified in the full Advertisement before you start filling up the ONLINE Application.**

1. A valid/active e-mail ID and Mobile Number with validity for a minimum period of One Year is a must, Only this email ID and Mobile No will be considered for all future correspondence.
2. An application once saved and submitted cannot be changed or edited.
3. After registration, user get a unique Registration ID for future reference.
4. Wherever CGPA/OGPA/DGPA or Letter Grade in a diploma is awarded, its equivalent percentage of marks as per norms adopted by University / Institute is required to be indicated in the application form. A copy of such formula is to be attached and sent with the Marksheets when asked for.

**\* 5. Allowed Scan Photo and Singnature size 15KB to 30 KB and image type -jpeg/jpg.**

I hereby Confirm that I have read the full advertisement and all the instructions carefully before applying.

**CONTINUE**

1. Select post.
2. Enter applicant's Name (as per Madhyamik or equivalent admit card) .
3. Enter applicant's Father/husband Name (as per Madhyamik or equivalent admit card).
4. Enter applicant's DOB. (as per Madhyamik or equivalent admit card).
5. Enter applicant Religion.
6. Select Caste.
7. Enter applicant permanent and present address.
8. Enter a valid email id and phone no.
9. Enter qualification details with marks.
10. Enter if any extra Qualification.
11. Enter Bank Draft details.
12. Select Work Experience
13. Upload recent colour photograph and a signature (Photo and Signature should be 10 kb to 20kb).
14. After fill up the application form then click on SAVE button.
15. Registration no. will appear. Keep it for future reference.



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[User Guide](#)

Get in touch with this web site for any future Correspondence

[Apply Online](#)

[Application preview](#)

**Online Application**

N.S. - All \* Fields are Mandatory. Please fillup Application Form Carefully.

+ Name of The Post :  + Post Code :   
 + Name: Title :  + First Name of the Applicant(In CAPITAL) :   
 Middle Name :  + Surname(In CAPITAL):   
 + Sex:  + Date Of Birth (MM/DD/YYYY):   
 + Father/Husband /Mother:  + Title :   
 + First Name(In CAPITAL) :  Middle Name :   
 + Surname(In CAPITAL) :  + Religion :   
 + Do You Belong To : SC/ST/OBC-A/OBC-B/PH:  General:   
 + Present Address:  
 House No.  Street:   
 Village/Town:  Block:   
 Sub Division:  District:   
 State:  PIN:   
 + Permanent Address:  
 House No.  Same   
 Street:   
 Village/Town:  Block:   
 Sub Division:  District:   
 State:  PIN:   
 Telephone No.  + Mobile No.   
 + E-Mail ID.   
 + Whether Citizen of India  + Citizen By   
 + Educational Qualification:

Exam Passed	Board /University	Full Marks	Marks Obtained	Percentage(%)of Marks	Year Of Passing	No.ofChance(Not to be filled)	Major
12 or Equivalent	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Graduation	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Post Graduate Degree In Procurement & Logistics	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Post Graduate Degree In Supply Chain	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Post Graduate Diploma In Procurement & Logistics	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Post Graduate Diploma In Supply Chain	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Post Graduate Diploma In Health/Hospital Admin.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
MBA In Procurement & Supply Chain Management	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

If any Extra Qualification:  
 Board/University:  Exam Passed:  Full Marks:   
 Marks Obtain:  Marks(%):  Year of Passing:   
 Bank Draft Details:  
 + DD No:  + DD Issue Date:   
 + Issuing Bank:  + Issuing Branch:  + Amount:   
 Working Experience  
 Government:  Select Relevant Year of Exp.:   
 Private:  Select Relevant Year of Exp.:   
 + Upload Image :(Should be 20KB)  No file selected. + Upload Signature :(Should be 20KB)  No file selected.

Declaration  
 I declare that the information furnished above are based on material records true and true to the best of my knowledge and belief. I also understand that if any information furnished is found to be materially incorrect or incomplete my candidature is liable to be cancelled without any further intimation to me.

**Your Online Registration No. is: 38011**  
For Future Reference