

(223)

7th June

*Recd
11/14/25*

To

The Principal, Presidency College,
Through the Bursar, Presidency College.

Sir,

With reference to the advertisement inviting applications for the post of the Head Clerk of the College, I beg most respectfully to apply for the same.

Regarding my qualifications and experience in Govt. office, I beg leave to state that :

General.

I prosecuted my studies up to the B.A. Standard of the Calcutta University and passed the Examination in Accountancy. I may further claim to have a thorough grasp of Government official correspondence having had a long experience in this kind of work.

Office experience in correspondence and Accounts work.

(i) Before I was appointed in this College as Accountant I worked under Sir F.W. Duke, Mr. Le Mesurier and Mr. H.T.S. Forrest (Magistrate & Collectors, Howrah) to their entire satisfaction, and therefore, on several occasions I was placed in-charge of the Howrah District Board Office as Head Clerk and Accountant.

*Head Clerk
Steward - 12 months
Head in-charge in Head
Office - 2 months
in 2 occasions
(a) 8 months
(b) 2 months*

(ii) During my incumbency here, on several occasions, specially ^{during} vacations, I was in-charge of the entire College Office (both correspondence and ~~acc-~~ **accounts**) and sometimes I worked as officiating Steward (when he was the head of the ministerial officers) and officiating Head Clerk. The total period I was in-charge of the College office (with correspondence and accounts) comes to more than five years and ^{the total of such} recorded officiating periods since 1921 is more than 2 years. It is thus apparent that I actually managed the correspondence section of the

*age 49.
Recommended for better pay
D. P. letter no 345 9/24/25
to Govt. of Bengal
The Principal, Presidency College
letter 1595, Nov. 21, 1924
handwritten letter to Govt. 7/31/25
Thanks of the Government, Bengal 5.11.1925*

the College office for about 7 years to the entire satisfaction of my superior officers. I may be permitted to refer to the remarks passed on my work by previous Principals of the College (vide the paper flagged A .) I am a trained accountant and since 1905 I have been working ^{as} Accountant of the College.

Active habits.

With reference to the qualifications of active habits, I beg to state that during my 23½ years' service here I scarcely enjoyed vacations and did not take privilege leave ^{for} more than 3 months and a few days in all; In support of this assertion I beg leave to state the following :

(i) On one occasion I was instrumental in saving the Chemical Laboratory of the College from destruction by fire which broke out in the Laboratory at a late hour on the 12th July 1921. This is known to Messrs. Barrow, Sterling S.C. Mahalanobis and Rai Bahadur J. Bhaduri.

(ii) In 1921 when Medical examination was first introduced in this college I was asked by the then Principal Mr. Barrow to make all arrangements for the work which was satisfactorily done.

(iii) As Offg. Steward I used to pay surprise night-visits to see whether the night Chowkidars were on duty, and during lecture hours I used to go round all the classes at least 3 times a day.

I may also be permitted to point out that many other important items of the Steward's duty now assigned to the Head Clerk - e.g.

e.g. , arrangement of special tutorial classes, preparation ^{of} Routine, ^{all works} selection ^{of} candidates ^{in connection with} for the Bengal Civil Service Examination and other competitive examinations, have been generally delegated to me, and I venture to think that I have been able to carry them out with efficiency and promptitude

From all these it will be clear that I have been familiar with every important branch of the office work of the college, including the special duties of the Head Clerk and Steward, and the very kind remarks which successive Principals have been pleased to pass on my work have been a gracious recognition of my humble efforts to make myself useful, not merely in my own special line, but in every kind of call that was made on me. I, therefore, believe that I was not wrong in having interpreted their kind and appreciative remarks and the conversations that I had with them as indications of their intention to promote me at the first opportunity, to the post of the Head Clerk for which I had been qualifying myself so long with such unremitting labour.

Administrative capacity.

(i) As Accountant I am in charge of the Accounts Section.

(ii) As Offg. Head Clerk and Offg. Steward I was in charge of the college office for several times.

(iii) I am the Superintendent of the College Post-Graduate Mess, since 1905.

I further beg to point out that the Re-organisation of the Subordinate Educational Service

Service has materially altered my prospects for the worse and completely blocked, through no fault of mine, the way to further promotion since 1922. Principal Barrow remarked in his letter No.980, dated the 21st July, 1923 ~~as~~

"By the re-organisation of the S.E.S. Atul Babu's prospects were altered distinctly for the worse. His position in the old list was 18th in the Class IV with pay of Rs.125 plus 20. He had the prospect of rising to Class I with pay of Rs.250 plus Rs.37/8. His present pay is on the scale of Rs.125-5-175. He reached his maximum on 1.9.22 and so long as he retained his present post, has no increment to look forward to, though he has only done 18 years ~~of~~ service."

That this fact was kindly recognised by Principal Stapleton and the then Director of Public Instruction, is evidenced by their recommendations to Government for revision of my pay which unfortunately has not been sanctioned by Government.

Moreover, as the post of Head Clerk which is the only senior post in the College, has now been localised in the Presidency College, it is ~~to be~~ expected that an officer of that college who has both seniority and competence in his favour, and who has officiated in the post several times, should have preferential claim to it as against an outsider.

I beg further to state that my loyal services ~~towards~~ ^{during} the disciplinary troubles ~~during~~ ^{of} the year 1914-15 were appreciated by the then Governing Body and their appreciation was conveyed to me with the Principal's letter

letter No.1640, dated the 5th September,1926.

In conclusion I beg to point out that, I believe, I satisfy all the terms notified in the advertisement.

The copies of some of my testimonials are herewith enclosed for your kind perusal.

I have the honour to be,

Sir,

Your most obedient servant,

Atul Krishna Chatterjee

Accountant, Presidency College.

December 3rd, 1928.