



The West Bengal Power Development Corporation Limited
(A Government of West Bengal Enterprise)
Corporate Identity No. : U40104WB1985SGC039154
Registered & Corporate Office:
"Bidyut Unnayan Bhaban", Plot No. 3/C, LA-Block,
Sector-III, Bidhannagar, Kolkata 700 106

Employment Notification No.: WBPDC/Recruitment/2022/06

WALK-IN INTERVIEW

The West Bengal Power Development Corporation Limited (WBPDC), a Government of West Bengal Enterprise, engaged in the business of generation of electricity in the State of West Bengal, intends to engage experienced personnel on **CONTRACTUAL** basis initially for a period of **03 (three) years** which may be extended further, subject to satisfactory performance, for its Mining activity spread across West Bengal & Jharkhand, as per details given below:

A. DETAILS OF POSITION & MINIMUM ESSENTIAL QUALIFICATIONS

Sl.	Name of the Position	No. of Vacancy	Educational Qualifications	Minimum Experience	Monthly Consolidated Remuneration
01	Office Executive – CMPF on contractual basis	01 no. [UR – 1]	Graduate with 50% marks in aggregate or Honours Graduate in any discipline from any university recognized by UGC with certificate course / any other courses in Computer Application from any registered Institute.	3 years' experience in the job of Coal Mines Provident Fund (CMPF).	Rs.33,000/-

B. TENURE OF ENGAGEMENT & COMPENSATION: Engagement shall be purely on contractual basis for a period of 03 (three) years subject to satisfactory performance evaluation at the end of each year with fixed monthly consolidated remuneration. An additional fixed 'House Rent Allowance' shall be payable with the consolidated monthly remuneration.

Annual enhancement @ 3% on consolidated remuneration as payable at that respective point of time shall be paid based on satisfactory performance evaluation.

The contract of engagement shall be liable for termination with 01 (one) month's notice on either side.

C. AGE LIMIT: 62 years as on 01.06.2022.

The employees of WBPDC and the employees of the Contractor / Mine Developer & Operators (MDO) of the Coal Mines of WBPDC shall be entitled for relaxation as applicable, in the matter of cut off marks in Graduation level as mentioned in this instant Notification.

E. SELECTION PROCESS: Walk-In Interview shall be held on 05.07.2022 (Tuesday) from 10.30 a.m. to 02.00 p.m. at the 'Bidyut Unnayan Bhaban' - Corporate Office - WBPDC, Block- LA, Plot No.-3/C, Sector-III, Bidhannagar, Kolkata-700106 (beside National Institute of Fashion Technology).

Candidates are requested to come with filled in **Annexure – A** with 02 (two) recent passport size photographs, self-attested copies of Class X / Matriculation Certificate (proof of age) & educational certificates and experience certificates from previous / present employer(s) regarding relevant post qualification experience and other relevant certificates **alongwith original testimonials** for verification purposes.

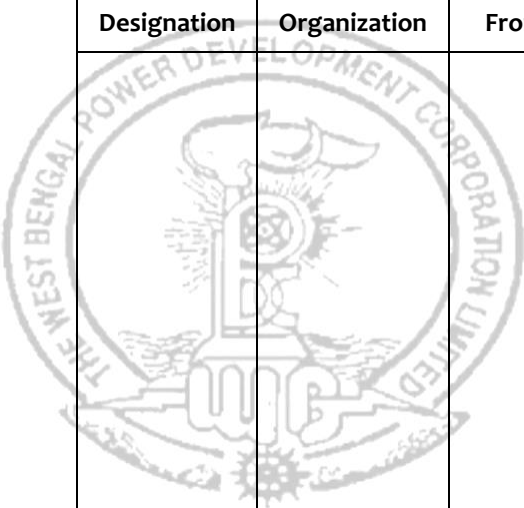
F. GENERAL INSTRUCTIONS:

1. Date of Birth will be taken as that mentioned in the Birth Certificate issued by the competent authority / Certificate or Admit card of Class-X or equivalent examination. No other proof of date of birth shall be accepted.
2. Candidature of a candidate is liable to be rejected at any stage of the recruitment process or even after recruitment or joining, if any information provided by the candidate is found to be false or is found not to be in conformity with the eligibility criteria so mentioned in the instant Employment Notification. Screening and selection of candidates will be based on the details provided by the candidate; hence it is necessary that the applicants should furnish only accurate, full and correct information. Furnishing of wrong / false / incomplete information will lead to disqualification and the **WBPDCCL will NOT be responsible** for any consequence arising out of furnishing such wrong / false / incomplete information by the candidate.
3. Request for change of mailing address / category / discipline / qualification once declared in the application form will not be entertained.
4. Employees in Government, Semi-Government undertakings and PSUs are required to submit 'No Objection Certificate' issued by their employer at the time of interview.
5. No Travelling Allowance (TA) or any other expenses will be made admissible to the candidates appearing for Personal Interview.
6. Any canvassing or personal follow up with an intention of inducing the process of recruitment by and on behalf of any candidate shall lead to immediate cancellation of candidature.
7. The WBPDCCL reserves the right to withdraw / cancel the advertisement / recruitment process if circumstances so warrant without assigning any reason thereof.
8. In case of any dispute, the legal jurisdiction shall be that of the Hon'ble High Court, Calcutta.

Recruitment Cell WBPDCCL

MANDATORY DOCUMENTS REQUIRED:

01. Duly signed and filled in application blank / application form.
02. 02 (two) copies of passport size photograph.
03. Original Educational & Experience testimonials.
04. Self-attested copies of:
 - i. Date of Birth (matriculation certificate / mark sheet / admit card or Birth Certificate).
 - ii. Qualifying degree/diploma certificates with all semester wise / year wise mark sheets.
 - iii. Experience Certificates, as applicable.

07.	CATEGORY: (Put ✓ mark) (Attach self-attested copy of Certificates in support of SC / ST / OBC)	General Scheduled Caste (SC) from West Bengal. Scheduled Tribe (ST) from West Bengal. Other Backward Caste (OBC) – A / B from West Bengal.			
08.	Person with Disability (PWD): (Put ✓ mark)	Yes No (If Yes the % of disability) -			
09.	GENDER:				
10.	NATIONALITY:				
11.	LANGUAGES KNOWN:	Read: - Write: - Speak:-			
12.	E-MAIL ADDRESS:				
13.	MOBILE NO. / CONTACT NO.:				
14	EXPERIENCE: (Starting with the current Designation / Organization) (May mention designation wise experience separately in details)	Designation	Organization	From / To	Job description
					

I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage my candidature is liable to be cancelled.

Date: _____

(Signature of the Candidate)

* for examinations wherein Grade Points / Grades are assigned, convert to nearest percentage of marks.

** may attach extra sheets if required.