



**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-700 098

**Employment Notification No.: WBPDC/Recruitment/2018/09**

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 invites applications from Indian Nationals to fill-up the following positions for its Corporate Office, Power Stations, Projects located within West Bengal and Mines located at different places across West Bengal & Jharkhand:

**A. DETAILS OF DISCIPLINES AND MINIMUM ESSENTIAL QUALIFICATIONS**

| Sl. No | Discipline & Scale of Pay  | Vacancy | Minimum Essential Qualification  |
|--------|--|---------|--|
| 1.     | <b>Operation &amp; Maintenance Supervisor - Probationer</b><br>• Mechanical  | 14 nos. | Full time Diploma or Diploma through lateral entry in Mechanical Engineering from an Institute approved by the State Council of Technical & Vocational Education and Skill Development / AICTE having at least 60% marks in aggregate or equivalent CGPA.  |
|        | • Electrical *   | 06 nos. | Full time Diploma or Diploma through lateral entry in Electrical Engineering from an Institute approved by the State Council of Technical & Vocational Education and Skill Development / AICTE having at least 60% marks in aggregate or equivalent CGPA.  |
|        | Pay Band of Rs. 6300 – Rs. 20200 with Grade Pay of Rs. 4400.   |         |  |
| 2.     | <b>Sub-Assistant Engineer (Civil) – Probationer*</b><br>Pay Band of Rs. 6300 – Rs. 20200 with Grade Pay of Rs. 4400. | 06 nos. | Full time Diploma or Diploma through lateral entry in Civil Engineering from an Institute approved by the State Council of Technical & Vocational Education and Skill Development / AICTE having at least 60% marks in aggregate or equivalent CGPA.   |
| 3.     | <b>Sub-Assistant Engineer (Survey) - Probationer</b><br>Pay Band of Rs. 6300 – Rs. 20200 with Grade Pay of Rs. 4400. | 03 nos. | Full time Diploma or Diploma through lateral entry in Survey Engineering from an Institute approved by the State Council of Technical & Vocational Education and Skill Development / AICTE having at least 60% marks in aggregate or equivalent CGPA.  |
| 4.     | <b>Chemist - Probationer</b><br>Pay Band of Rs. 6300 – Rs. 20200 with Grade Pay of Rs. 4400.                         | 18 nos. | B. Sc. Honours in Chemistry from any University recognized by UGC.   |
| 5.     | <b>Junior Personal Assistant*</b><br>Pay Band of Rs. 6300 – Rs. 20200 with Grade Pay of Rs. 3900.                    | 10 nos. | Graduate with 50% marks in aggregate or Honours Graduate in any discipline from any University recognized by the UGC having proficiency in English language. Candidates must know operation of MS Office with minimum speed of 100 words per minute in shorthand and Computer key depression speed of 8000 per hour. Knowledge of typing in Bengali font is desirable. |

| Sl. No  | Discipline & Scale of Pay  | Vacancy  | Minimum Essential Qualification  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
|---|--|--|--|-------------------------------|--|----------------|--|-----------------|-------------------|------------------|---------------------|----------------|--------------------|--------------------------------------|-------------------------------|--------------------|---------------------|----------------|-------------------------------|---|---|---|-------------------|
| 6.  | <b>Office Executive*</b><br>Pay Band of Rs. 6300 – Rs. 20200 with Grade Pay of Rs. 3600.   | 25 nos.  | Graduate with 50% marks in aggregate or Honours graduate in any discipline from a University recognized by UGC with certificate course / any other courses on Computer application from any registered Institute.  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
| 7.  | <b>Staff Nurse *</b><br>Pay Band of Rs. 6300 – Rs. 20200 with Grade Pay of Rs. 3600.   | 06 nos.  | Higher Secondary or equivalent in any stream with Degree / Diploma in General Nursing and Midwifery from any Institute recognized by the State Nursing Council and having registration with authorized Nursing Council.  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
| 8.  | <b>Radiographer</b><br>Pay Band of Rs. 6300 – Rs. 20200 with Grade Pay of Rs. 3600.  | 02 nos.  | Higher Secondary with Physics, Chemistry and Biology from WBCHSE or equivalent with 2 years Diploma in Radiography (Diagnostics) / DRD (Tech.) recognized by the Govt. of West Bengal Or Post – Graduate Diploma in Radiography (Diagnostics) / DRD (Tech.) from any recognized University. Preference will be given to candidates having 01 (one) year experience in any Hospital or in a clinical establishment.   |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
| 9.  | <b>Assistant Sub Inspector (Security) *</b><br>Pay Band of Rs. 6300 – Rs. 20200 with Grade Pay of Rs. 2600.  | 15 nos.  | Ex-Servicemen having Higher Secondary (Class XII Board) qualification with at least 5 (five) years service in regular Army, Navy or Air Force of the Union of India and includes BSF, CISF, ITBP, SSB only. Experience of looking into Industrial Security at any Central PSU, State PSU will be preferred.  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
| 10.   | <b>Operator / Technician – Probationer</b>   |  | 50 % marks in Madhyamik or equivalent examination having Trade Certificate (2 years full time) / Broad Based Basic Training (BBBT) [1 yr BBBT with 06 months Special Module and 06 months Advanced Module] from any ITI / National Apprenticeship Certificate (3 years duration) recognized by NCVT in the trade of Fitter / Electrician.  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
|   | • <b>Fitter *</b>  | 140 nos.   |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
|   | • <b>Electrician *</b>   | 60 nos.  |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
|   | Pay Band of Rs. 6300 – Rs. 20200 with Grade Pay of Rs. 2600.   |  |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
| 11.   | <b>Assistant Teacher (High School)</b>   |  | For Assistant Teacher other than (Physical Education) & (Work Education) - Honours Graduate / Master Degree in relevant subject with at least 50 % marks at the respective level from any recognized Institute / University recognized by UGC and B. Ed. from any Institute recognized by NCTE.  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
|   | • <b>Physics *</b>   | 01 no.   | For Assistant Teacher (Physical Education) – Honours graduate in Physics / Chemistry / Botany / Zoology / Physiology with at least 50% marks from any recognized Institute / University recognized by UGC with B. P. Ed. from any Institute recognized by NCTE.  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
|   | • <b>Sanskrit *</b>  | 01 no.   |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
|   | • <b>Education *</b>   | 01 no.   |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
|   | • <b>English</b>   | 05 nos.  | For Assistant Teacher (Work Education) – Honours graduate in Bengali / English / History / Geography with at least 50% marks from any University recognized by UGC with B. Ed. / PGBT having Work Education as a subject in B. Ed. / PGBT recognized by NCTE.  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
|   | • <b>Biology *</b>   | 04 nos.  |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
|   | • <b>Mathematics</b>   | 02 nos.  | <table border="1"> <thead> <tr> <th>Honours subject in Graduation</th> <th>Combination of Pass Subject in Graduation (at least any one)</th> </tr> </thead> <tbody> <tr> <td><b>Physics</b></td> <td>Mathematics / Chemistry / Computer Science</td> </tr> <tr> <td><b>Sanskrit</b></td> <td>Bengali / English</td> </tr> <tr> <td><b>Education</b></td> <td>History / Geography</td> </tr> <tr> <td><b>English</b></td> <td>Bengali / Sanskrit</td> </tr> <tr> <td><b>Botany / Zoology / Physiology</b></td> <td>Botany / Zoology / Physiology</td> </tr> <tr> <td><b>Mathematics</b></td> <td>Physics / Chemistry</td> </tr> <tr> <td><b>History</b></td> <td>Geography / Bengali / English</td> </tr> <tr> <td><b>Physics / Chemistry / Botany / Zoology / Physiology for Physical Education</b></td> <td>Physics / Chemistry / Mathematics / Statistics / Botany / Zoology / Physiology / Anthropology</td> </tr> <tr> <td><b>Bengali / English / History / Geography for Work Education</b></td> <td>Bengali / English</td> </tr> </tbody> </table> | Honours subject in Graduation | Combination of Pass Subject in Graduation (at least any one) | <b>Physics</b> | Mathematics / Chemistry / Computer Science | <b>Sanskrit</b> | Bengali / English | <b>Education</b> | History / Geography | <b>English</b> | Bengali / Sanskrit | <b>Botany / Zoology / Physiology</b> | Botany / Zoology / Physiology | <b>Mathematics</b> | Physics / Chemistry | <b>History</b> | Geography / Bengali / English | <b>Physics / Chemistry / Botany / Zoology / Physiology for Physical Education</b> | Physics / Chemistry / Mathematics / Statistics / Botany / Zoology / Physiology / Anthropology | <b>Bengali / English / History / Geography for Work Education</b> | Bengali / English |
|   | Honours subject in Graduation  | Combination of Pass Subject in Graduation (at least any one) |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
|   | <b>Physics</b>   | Mathematics / Chemistry / Computer Science                   |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
| <b>Sanskrit</b>   | Bengali / English  |  |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
| <b>Education</b>  | History / Geography  |  |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
| <b>English</b>  | Bengali / Sanskrit   |  |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
| <b>Botany / Zoology / Physiology</b>  | Botany / Zoology / Physiology  |  |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
| <b>Mathematics</b>  | Physics / Chemistry  |  |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
| <b>History</b>  | Geography / Bengali / English  |  |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
| <b>Physics / Chemistry / Botany / Zoology / Physiology for Physical Education</b> | Physics / Chemistry / Mathematics / Statistics / Botany / Zoology / Physiology / Anthropology  |  |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
| <b>Bengali / English / History / Geography for Work Education</b>                 | Bengali / English  |  |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
| • <b>History</b>  | 01 no.   |  |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
| • <b>Physical Education</b>   | 01 no.   |  |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
| • <b>Work Education *</b>   | 01 no.   |  |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |
|   | Pay Band of Rs. 9000 – Rs. 40500 with Grade Pay of Rs. 4700 (for Honours Graduate candidates)<br><br>Pay Band of Rs. 9000 – Rs 40500 with Grade Pay of Rs. 4800 (for Post Graduate candidates) |  |  |                               |  |                |  |                 |                   |                  |                     |                |                    |                                      |                               |                    |                     |                |                               |   |   |   |                   |

| Sl. No | Discipline & Scale of Pay   | Vacancy | Minimum Essential Qualification  |
|--------|---|---------|--|
| 12.    | <b>Assistant Teacher (Primary School)</b><br><br>Pay Band of Rs. 5400 – Rs. 25200 with Grade Pay of Rs. 2600. | 04 nos. | Higher Secondary (+2) pass under the West Bengal Council of Higher Secondary Education with at least 50% marks or equivalent qualification (at least 50% marks) passed from any other Statutory Authority i.e. Govt. recognized Education Board / Council. Bengali language should be read as either 1 <sup>st</sup> or 2 <sup>nd</sup> language at the H. S. level.<br><br>All candidates should have studied and obtained Madhyamik Pass Certificate or equivalent, issued by the Competent Authority, with Mathematics and English as subjects.<br><br>2 years Diploma in Elementary Education (D. El. Ed.) [by whatever name known] recognized by National Council for Teacher Education (NCTE). |
| 13.    | <b>Draughtsman</b><br><br>Pay Band of Rs. 6300 – Rs. 20200 with Grade Pay of Rs. 2600.                        | 02 nos. | 50% marks in Madhyamik or equivalent examination plus Trade Certificate (2 years fulltime) from any ITI recognized by NCVT along with knowledge of CAD/CAM.  |

**Note:- \* Vacancies includes backlog.**

#### B. COMPENSATION / PAY:

Basic pay in the corresponding Pay Band with Dearness Allowance, HRA, Medical Allowance, Electricity Allowance, Field Compensatory Allowance (depending up on place of posting), LTC / HTC, Contributory Provident Fund, Gratuity, Leave encashment, benefits of medical treatment for self & dependents along with other applicable allowances shall be made admissible as per Rules of the Corporation.

#### C. AGE LIMIT & RELAXATION:

**32 years** as on **01.09.2018** for General category candidates applying against all disciplines except Assistant Sub Inspector (Security) as mentioned above. **37 years as on 01.09.2018** for General category candidates applying against Assistant Sub Inspector (Security). Age limit is relaxable by 05 years for SC / ST, 03 years for OBC (Non Creamy Layer), 10 years for PWD candidates as per norms. Relaxation for SC / ST / OBC / EC / Ex Servicemen / PWD candidates shall be allowed as per extant norms subject to maximum of 45 years considering all applicable relaxations.

#### D. RESERVATION:

| Sl. | Discipline & Scale of Pay  | Vacancy | Category   |
|-----|--|---------|--|
| 1.  | <b>Operation &amp; Maintenance Supervisor - Probationer Mechanical</b> | 14 no.  | UR – 04   UR(EC) – 02   SC – 02   SC (EC) – 01   ST – 01   OBC(A) – 01   OBC (B) – 02   UR(MSP) - 01   |
|     | <b>Electrical *</b>  | 06 no.  | UR – 01   SC – 03   SC (Ex-Serviceman) – 01   UR(Ex-Serviceman) - 01   |
| 2.  | <b>Sub-Assistant Engineer (Civil) – Probationer*</b>                   | 06 nos. | UR – 01   UR(EC) – 01   SC – 01   SC(EC) – 01   SC(Ex-Serviceman) – 01   UR – PWD (Low Vision / Blindness) – 01 no.  |
| 3.  | <b>Sub-Assistant Engineer (Survey) - Probationer</b>                   | 03 nos. | UR – 01   UR(EC) – 01   SC - 01  |
| 4.  | <b>Chemist - Probationer</b>   | 18 nos. | UR – 05   UR(EC) – 03   SC – 03   SC(EC) – 01   SC(Ex-Serviceman) – 01   ST – 01   OBC (A) – 01   OBC(A)(EC) – 01   OBC (B) – 01   UR – PWD (Low Vision/Blindness) – 01 no.                          |
| 5.  | <b>Junior Personal Assistant*</b>                                      | 10 nos. | UR – 02   UR(EC) – 01   SC – 02   ST – 01   OBC(A) – 01   OBC(A)(EC) – 01   OBC(B)(EC) – 01   UR – PWD (Low Vision/Blindness) – 01 no.   |
| 6.  | <b>Office Executive*</b>   | 25 nos. | UR – 07   SC – 04   SC(EC) – 03   ST – 01   ST(EC) – 01   OBC(A) – 02   OBC(A)(EC) – 01   OBC(B) – 03   UR – PWD (Low Vision/Blindness) – 01 no   UR – PWD (Hearing Impairment) – 01   UR (MSP) – 01 |

| Sl. No               | Discipline & Scale of Pay                         | Vacancy      | Category   |
|----------------------|---|--------------|--|
| 7.                   | Staff Nurse *                                     | 06 nos.      | UR (EC) – 01   SC – 01   ST – 01   OBC(B) – 01   OBC(B)(EC) – 01   UR – PWD (Low Vision/Blindness) – 01 no.  |
| 8.                   | Radiographer                                      | 02 nos.      | UR – 01   ST – 01.   |
| 9.                   | Assistant Sub Inspector (Security) *              | 15 nos.      | UR – 03   UR(EC) – 03   SC – 02   SC (Ex-Serviceman) – 01   ST – 02   OBC(A) – 01   OBC(A)(EC) – 01   UR – PWD (Low Vision/Blindness) – 01 no   UR (MSP) – 01.   |
| 10.                  | Operator / Technician – Probationer<br>• Fitter * | 140 nos.     | UR – 41   UR(EC) – 21   SC – 19   SC(EC) – 12   SC(Ex-Serviceman) – 01   ST – 06   ST(EC) – 03   OBC(A) – 09   OBC(A)(EC) – 05   OBC(B) – 07   OBC(B)(EC) – 02   UR – PWD (Low Vision/Blindness) – 01 no   UR – PWD (Hearing Impairment) – 01   UR – PWD (Loco-motor disability or Cerebral Palsy) – 01   UR (MSP) – 05   UR (Ex-Serviceman) – 06. |
|                      | • Electrician *                                   | 60 nos.      | UR – 17   UR(EC) – 10   SC – 08   SC(EC) – 03   SC(Ex-Serviceman) – 02   ST – 03   ST(EC) 02   OBC (A) – 03   OBC(A)(EC) – 02   OBC(B) – 02   OBC(B)(EC) – 01   UR – PWD (Hearing Impairment) – 01   UR – PWD (Loco-motor disability or Cerebral Palsy) – 01   UR (MSP) – 03   UR(Ex-Serviceman) 02.   |
| 11.                  | Draughtsman                                       | 02 nos.      | UR – 01   SC – 01  |
| 12.                  | Assistant Teacher (High School)                   |              |  |
|                      | • Physics *                                       | 01 no.       | ST (EC) - 01   |
|                      | • Sanskrit *                                      | 01 no.       | UR (MSP) - 01  |
|                      | • Education *                                     | 01 no.       | SC (EC) - 01   |
|                      | • English   | 05 nos.      | UR – 01   UR(EC) – 02   SC – 02  |
|                      | • Biology *                                       | 04 nos.      | UR (EC) – 01   SC (EC) – 01   OBC (B) – 01   MSP - 01  |
|                      | • Mathematics                                     | 02 nos.      | SC – 01   OBC (A) - 01   |
|                      | • History   | 01 no.       | UR (EC) - 01   |
| • Work Education *   | 01 no.  | OBC (A) - 01 |  |
| • Physical Education | 01 no.  | SC - 01      |  |
| 13.                  | Assistant Teacher (Primary School)                | 04 nos.      | UR – 02   SC – 01   ST - 01  |

**Note:- In case of non-availability of a suitable Exempted Category candidate belonging to UR, SC, ST or OBC (A) / (B) for any of such reserved points as mentioned above, the said vacancies shall be filled up by non-Exempted Category Candidate belonging to UR, SC, ST or OBC (A) / (B) as the case may be as per Notification No. 50-Emp/1M-25/98 dtd. 01st March 2011, Labour Department Govt. of West Bengal.**

Reservation norms in respect of the above mentioned positions shall be maintained as per guidelines issued by the Government of West Bengal from time to time. **SC (Schedule Caste) / ST (Scheduled Tribe) / OBC (Other Backward Classes)** candidates from states other than West Bengal shall not be entitled for respective reservation benefits. Such candidates may apply as General category candidate subject to eligibility otherwise.

Reservation for Persons with Disabilities (PWD) / Meritorious Sports person (MSP) / Ex Servicemen (XSM) / Exempted Category (EC) shall also be in accordance with prevailing rules of the Government of West Bengal. PWD candidates having disability of 40% or more shall only be considered for reservation benefits. PWD candidates desiring to avail facility of Scribe shall have to nominate the respective person at the time of submission of application. A scanned photograph and signature of the Scribe is also required to be uploaded at the time of submission of such nomination. Nomination of scribe so made shall not be allowed to be altered under any circumstances. However, all candidates can apply against UR positions identified suitable for them and shall be considered on general standards of merit if otherwise eligible.

#### **E. APPLICATION FEE & MODE OF PAYMENT:**

General and OBC candidates are required to apply paying non-refundable Application Fees of Rs. 300/- (Rupees Three Hundred only). SC / ST / EC / PWD / eligible WBPDCCL Contractors' workers & WBPDCCL Departmental candidates are exempted from payment of Application Fees. All applicable commission levied by the banker is to be remitted by the candidate.

**Allahabad Bank** has been authorized to collect the application fee through **Allahabad Quick Collect only**. Candidates would be required to pay using **Debit Card / Credit Card / Net Banking**. Upon successful payment of application fees (as applicable) a system generated Application Slip shall be generated, **which shall be the sole acknowledgement for application submission**. The WBPDCCL shall not be responsible for any technical issues arising with payment of application fees.

**A summarized process flow is given below:**

**STEP A:** Candidates upon registering oneself at the WBPDCCL recruitment portal and verifying their eligibility based on own submission, shall be directed to Allahabad Quick Collect facility, as required, using which eligible candidates can make payment of application fees **through Debit Card / Credit Card / Net Banking**.

**STEP B:** On successful payment of application fees, candidates shall be provided with a system generated confirmation. Candidates are to take a printout of the system generated Application Slip and retain a copy for future reference, as acknowledgement of application submitted.

Candidates can apply on the WBPDCCL recruitment portal from **01.10.2018 to 16.11.2018**.

**Candidature of any applicant so registering oneself at the WBPDCCL recruitment portal but subsequently failing to deposit application fee within midnight of 16.11.2018 shall be summarily rejected.** Candidates are required to complete the entire process of submission of application and deposition of application fee to the bank within the aforesaid date positively. Application fee shall not be collected by any other mode. Fee once paid shall not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before paying applicable application fee, if any.

#### **F. SELECTION PROCESS:**

Eligible candidates will be required to appear for written test to be held in Kolkata only. Examination for all advertised disciplines shall be held on a single day to be intimated by WBPDCCL through its website.

- For the position of **Operation & Maintenance Supervisor – Probationer, Sub Assistant Engineer (Civil) - Probationer, Sub Assistant Engineer (Survey) – Probationer, Chemist – Probationer, Staff Nurse, Radiographer, Assistant Sub Inspector (Security), Operator/Technician – Probationer (Fitter / Electrician), Draughtsman** selection shall be made on the basis of written test and personal interview only. However, candidates appearing for the written test shall be shortlisted for appearing in the personal interview.
- For the position of **Office Executive**, selection shall be made on the basis of written test, computer proficiency test and personal interview. However, candidates appearing for written test shall be shortlisted for appearing in computer proficiency test and personal interview at each stage of the selection process.
- For the position of **Junior Personal Assistant** selection shall be made on the basis of written test, trade test (short hand & computer proficiency) and personal interview. However, candidates appearing for the written test shall be shortlisted for appearing in the trade test (shorthand & computer proficiency test) and personal interview at each stage of the selection process.
- For the position of **Assistant Teacher (High School) & Assistant Teacher (Primary School)** selection shall be made on the basis of written test, class demonstration and personal interview. However, candidates appearing for written test shall be shortlisted for appearing in class demonstration and personal interview at each stage of the selection process.

Besides above, final offer of appointment shall strictly be made on the basis of reports of medical fitness test of the candidate. Such medical tests shall be carried out at WBPDCCL authorized hospitals only.

#### **G. HOW TO APPLY:**

Eligible candidates will be required to apply online only (on the internet) through the 'APPLY ONLINE' link on the WBPDCCL recruitment portal. No other mode of application shall be accepted.

1. Before registering / submitting applications on the website, the candidates should possess a valid:
  - a. E-mail ID
  - b. Mobile number
  - c. Scanned copy of recent passport size coloured photograph (not more than 50KB size) of the candidate / scribe, as applicable, and scanned signature (not more than 20KB size) of the candidate / scribe, as applicable.
2. The application is liable to be rejected if the uploaded photograph / signature is not clear and recognizable. Candidates are advised to upload their most recent photograph and retain sufficient numbers of the same photograph to be used at later stages of the selection process if called for.
3. Category (General/SC/ST/OBC/PWD/XSM/EC/MSP) as submitted at the time of application cannot be changed thereafter and no benefit of other category reservation will subsequently be made admissible at any stage of the selection process. Category as mentioned at the time of submission of application shall remain unaltered during the entire recruitment process.
4. Verify eligibility criteria against the position for which application is being made and then proceed to Allahabad Quick Collect for submission of application fees, where ever required as per instruction provided under **Application Fee & Mode of Payment** at Point E.
6. Candidates are required to download and retain a copy of the system generated Application Slip capturing essential details as provided by the candidate for future reference.
7. Candidates must write their name as it appears in the educational certificate of Secondary or equivalent examination. In case of change of name at a later stage necessary legally accepted documentary proof is to be submitted at the time of interview.
8. Candidates are not required to send any document in support of their application or for appearing in the written test. However, candidates shortlisted for interview would be required to furnish documents regarding proof of Date of Birth, Qualification, Category, PWD, XSM status, Application slip, copy of payment details etc. at the time of interview, as per intimation to be given to the shortlisted candidates.
9. All qualification certificates should be issued by a recognized Board / Institute / University only. Wherever CGPA or letter grade in a qualifying degree is awarded, equivalent percentage of marks should be indicated in the application form as per norms adopted by the University / Institute. Candidates are required to submit a Certificate to this effect from the respective University / Institute at the time of Interview.
10. While filling the online application, candidates must carefully follow all necessary steps as referred above. Incomplete application / application without fee / application not fulfilling any eligibility criteria will be rejected summarily. No communication will be entertained from any applicants in this regard.
11. Candidates sponsored by Employment Exchange will also have to **APPLY ONLINE**, failing which their candidature shall not be considered.
12. Candidates can access the online application form at [www.wbpdcl.co.in](http://www.wbpdcl.co.in). Online submission will remain open from **01.10.2018 to 16.11.2018**.
13. All correspondence with candidates shall be done through E-mail / Mobile only. All information regarding examination schedule / download of Admit Card / Interview Call letters, etc. shall be provided through E-mail or through the WBPDCI website only. **No hardcopy mailing of Admit Card / Interview Call letters shall be done by the WBPDCI**. Responsibility of receiving, downloading and printing of Admit Card / Call Letter shall be that of the candidate. The WBPDCI will not be responsible for any loss of e-mail sent due to invalid / wrong E-mail ID provided by the candidate or delivery of e-mails to SPAM / BULK mail folder etc.

#### H. GENERAL INSTRUCTIONS:

1. Before applying the candidate should ensure that he/she fulfills the eligibility criteria and other norms mentioned in the advertisement.

2. Applicants are required to apply through [www.wbpdcl.co.in](http://www.wbpdcl.co.in) website. No manual / paper application will be entertained. Candidates are advised to keep in touch through the WBPDCI website for details and updates relating to this employment notification, if any.
3. Payment of non refundable Application Fee of Rs. 300 (Rupees Three Hundred only) should be made using the prescribed Allahabad Quick Collect wherein WBPDCI account number shall remain prefilled. No other mode of payment shall be accepted.
4. The printout of Application Slips should not be tampered with. In case of any overwriting or tampering of slip, the candidature of the candidate shall be rejected.
5. Candidates should retain a copy of their Application Slip for future reference.
6. SC / ST / OBC / PWD / EC / XSM / MSP for the purpose of this notification means applicants belonging to 'Scheduled Caste' / 'Scheduled Tribe' / 'Other Backward Classes' / 'Person with Disability' / 'Exempted Category' / 'Ex Servicemen' and 'Meritorious Sportsman' category candidates respectively.
7. 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.
8. WBPDCI Departmental candidates / 'Contractor workers' related to WBPDCI are also required to APPLY ONLINE and submit application through proper channel as per procedure mentioned at Cl 9 below.
9. Candidates applying as 'Contractor worker' related to the WBPDCI shall in addition to applying online, shall be required to submit a Certificate as per Annexure X, along with copy of the system generated Application Slip duly certified by the concerned Contractor to the related site HR&A department of WBPDCI.
10. Candidates whose names have been sponsored as 'Exempted Category' candidates by the Directorate of Employment Exchange against notification furnished by WBPDCI in this regard, shall only be considered for 'Exempted Category' reservation. Candidature of candidates applying under Exempted Category shall upon verification of credentials if found not to have been sponsored as Exempted Category by the Directorate of Employment Exchange shall be summarily rejected. Candidates are therefore advised to confirm with the Employment Exchange about their sponsorship as Exempted Category prior to applying.
11. Having successfully registered oneself at the WBPDCI ([www.wbpdcl.co.in](http://www.wbpdcl.co.in)) website does not entitle one to be eligible to appear for the written test and/or other subsequent test(s). Candidates need to download the ADMIT CARD which shall only entitle one to appear for the written test. Mere submission of application shall not give right to any candidate to be called for written test / interview and WBPDCI reserves the right not to fill up any or all the posts notified at its discretion. Verification of credentials shall be done prior to conduct of Personal Interview only and in case any deviation from or non-conformity with the desired qualification candidature of the candidate shall be summarily rejected. Having appeared for the written test does not entitle eligibility for Personal Interview / other subsequent test(s).
12. Candidature of candidates 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 advertisement. Screening and selection of candidates will be based on the details provided by the candidate, hence it is necessary that the applicants furnish accurate, full and correct information. Furnishing wrong / false / incomplete information will lead to disqualification and the WBPDCI will NOT be responsible for any consequence arising out of furnishing such wrong / false information by the candidate.
13. Request for change of mailing address / examination center / category / discipline / qualification once declared in the online application form will not be entertained. The WBPDCI reserves the right to cancel / add any examination center or alter the date of examination, if situation so warrants.
14. Candidates should apply for any ONE discipline / post only. Applications made for more than one discipline may render all the applications of the candidate invalid.

15. The applicant(s) working in Government / Semi-Government / PSU(s) / Autonomous bodies shall have to produce NOC (No Objection Certificate) issued by his / her present employer at the time of interview if called for, without which he / she shall not be allowed for interview. Candidates failing to produce No Objection Certificate at the Interview shall be held disqualified.
16. No TA or other expenses will be made admissible to the candidates appearing for the written examination / interview etc.
17. 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.
18. The WBPDCCL reserves the right to withdraw / cancel the advertisement / recruitment process if circumstances so warrant without assigning any reason thereof.
19. In case of any dispute, the legal jurisdiction shall be that of the Hon'ble High Court, Calcutta.

#### **I. RESERVATION OF SPORTSPERSONS:**

Recruitment of Sportspersons against reserved vacancy shall be made only to following sports events:

Cricket | Swimming | Cycling | Basketball | Hockey | Boxing | Kho Kho | Football | Wrestling | Kabaddi | Table Tennis | Weightlifting | Judo | Rifle Shooting | Badminton | Tennis | Athletics | Volley Ball | Gymnastics

In order to be eligible, a candidate must produce requisite certificates issued by the respective Competent Authorities in the format as applicable in terms of Govt. of West Bengal notification no. 49-EMP/1M-25/98 dtd. 01.03.2011. In order to be eligible, the candidate must produced requisite certificate issued by the respective Competent Authorities as follows:-

| Sl. No. | Area   | Competent Authority  |
|---------|--|--|
| (i)     | International Competition                    | Secretary of the National Federation / National Association of the Sports Concerned.   |
| (ii)    | National Competition                         | Secretary of the State Association of the Sports concerned.  |
| (iii)   | Inter-University Tournament                  | Dean / Director of sports or any other officer in overall charge of Sports of the University concerned.                          |
| (iv)    | National Sports / Games for School Education | Director or Deputy Director in overall charge of Sports / Games for Schools in the Directorate of School Education, West Bengal. |

The following categories of Meritorious Sports Persons shall be given preference in recruitment:

- Those who have represented West Bengal or India in a National or International Competition in sports discipline mentioned above.
- Those who have represented a University in an Inter-University Tournament conducted by Inter-University Sports Board in any sports discipline mentioned above.
- Those who have represented State School Teams in National Competition for School conducted by all India School Games Federation in any sports discipline mentioned above.

#### **Recruitment Cell**

ANNEXURE - X (Applicable for Contractor workers of WBPDCCL) is enclosed below (for Contractor Workers of WBPDCCL only)



ANNEXURE – 'X'

(Certificates to be issued by the authorized person of the Contractor in their printed official letter head)  
FORMAT FOR CERTIFICATE

This is to certify that Sri / Smt. \_\_\_\_\_ (S/o / D/o \_\_\_\_\_  
\_\_\_\_\_) worked from \_\_\_\_\_ to \_\_\_\_\_ / has been working under our  
organization since \_\_\_\_\_, is / was deployed at KTPS / Bk.TPS / BTPS / STPS / Sg.TPP / Corp. / Coal Mines  
under the WBPDCCL (Form No. XIV under the Contract Labour (R&A) Act, 1970 & Rules framed there under to be submitted as  
documentary evidence) in the capacity of \_\_\_\_\_ and he performed / has been performing the duties of

\_\_\_\_\_ at KTPS / BkTPS / BTPS / STPS / SgTPP / Corp. / Coal Mines, WBPDCCL (Nature of duties to be specified).

His employment has ceased with effect from \_\_\_\_\_ (Documentary evidence in from No. XV  
under the Contract Labour (R&A) Act, 1970 & Rules framed there under to be submitted).

\_\_\_\_\_  
Signature of the authorized person of the Contractor

Name of the Authorized Person : \_\_\_\_\_

Designation : \_\_\_\_\_

Seal of the Contractor : \_\_\_\_\_

