

## 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, Salt Lake City, Kolkata-700 098



### Employment Notification No.: WBDCL/Recruitment/2015-2016/03

The West Bengal Power Development Corporation Limited (WBDCL), a Government of West Bengal Enterprise, engaged in the business of generation of electricity in the State of West Bengal, intends to engage experienced mining professionals on **CONTRACTUAL** basis initially for a period of **03 (Three) year** with provision of further renewal based on evaluation of performance, for its Mining & Power Generation activities spread across West Bengal & Jharkhand, as per details given below:

#### A. DETAILS OF POSITIONS & MINIMUM ESSENTIAL QUALIFICATIONS

Sl.	Name of the Position	No. of Vacancy	Period of Engagement	Educational Qualification	Minimum Experience	Consolidated Remuneration
01	<b>General Manager (Mining)</b>	01 (One) – UR (contractual)	03 (three) Years	Bachelors Degree in Mining Engineering from any institute approved / recognized by the UGC, AICTE with 1st Class Mining Managers Certificate of Competency (Coal) from DGMS.	<ol style="list-style-type: none"><li>01. At least 20 (twenty) years post qualification experience of managing and operating Coal Mines, of which not less than 02 (two) years should be in the position of Dy. General Manager or equivalent in mining operation with</li><li>02. Minimum 12 (twelve) years experience as a 1st Class Mines Manager in a Mechanised Open Cast Coal Mine having at least mine production capacity of 3.0 MTPA, with</li><li>03. Experience in coal mine planning, development &amp; operation of mechanized opencast coal mines, having up to date knowledge of mining rules &amp; regulations and experience in dealing with regulatory authorities on operational and statutory compliances.</li></ol>	Rs. 1,00,000/- (per month)

Sl.	Name of the Position	No. of Vacancy	Period of Engagement	Educational Qualification	Minimum Experience	Consolidated Remuneration
02	<b>Senior Manager (Mining)</b>	01 (One) – UR (contractual)	03 (three) Years	Bachelors Degree in Mining Engineering from any institute approved / recognized by the UGC, AICTE with 1st Class Mining Managers Certificate of Competency (Coal) from DGMS.	01. At least 15 (fifteen) years post qualification experience of working in Coal Mines, of which not less than 05 (five) years should be in the position of Manager or equivalent, with 02. Minimum 05 (five) years experience as a 1st Class Mines Manager in a Mechanised Open Cast Coal Mine having mine production capacity of 3.0 MTPA, with 03. Experience in coal mine planning, development & operation of mechanized opencast coal mines, having up to date knowledge of mining rules & regulations and experience in dealing with regulatory authorities on operational and statutory compliances.	Rs. 65,000/- (per month)
03	<b>Assistant Manager (Mining)</b>	02 (UR-01   SC-01) (contractual)	03 (three) Years	Bachelors Degree in Mining Engineering from any institute approved / recognized by the UGC, AICTE with at least 2 <sup>nd</sup> Class Mining Managers Certificate of Competency (Coal) from DGMS.	At least 02 (two) years post qualification experience of working in open cast coal mines, with knowledge of coal mine planning & operation of mechanized open cast coal mines along with up to date knowledge of mining rules & regulations.	Rs. 45,000/- (per month)

**B. PERIOD OF ENGAGEMENT & REMUNERATION:** Engagement of experienced professionals shall be purely on contractual basis initially for a period of 03 (Three) years with a provision for further extension with fixed consolidated remuneration payable at the end of each month as per details mentioned alongside each of the notified position. Annual enhancement @ 3% on consolidated remuneration as payable at the respective point of time shall be paid based on satisfactory performance evaluation. Any renewal of contract period shall be subject to evaluation of satisfactory performance by the WBPDCL. The contract of engagement shall be liable to termination with 01 (One) month's notice on either side.

**C. AGE RANGE:** The age range within which candidates shall be considered against respective positions mentioned at 'A' above shall be:

Sl.	Name of the Position	Age Range as on 01.11.2015
01	General Manager – Mining	50 – 55 years
02	Senior Manager – Mining	40 – 45 years
03	Assistant Manager – Mining	27 – 32 years

**D. RESERVATION:** Reservation norms in respect of the above mentioned positions shall be maintained as per the guidelines issued by the Government of West Bengal from time to time. SC (Schedule Caste) / ST (Scheduled Tribe) / OBC (Other Backward Classes) category candidates from states other than West Bengal have to apply as General category candidate.

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

(a) No application fee is required to be paid for candidates applying against the position of General Manager – Mining.

(b) For the position(s) of Senior Manager – Mining & Assistant Manager – Mining, General and OBC candidates are required to apply paying non-refundable application fee of Rs. 300/- (Rupees Three Hundred) only drawn in favour of **THE WEST BENGAL POWER DEVELOPMENT CORPORATION LIMITED** payable at Kolkata. SC / ST / PWD candidates are exempted from deposition of Application Fee. However, all applicants applying against UR position are to apply paying applicable application fee. All applicable commission levied by the banker is to be borne by the candidate.

Candidature of any applicant failing to deposit application fee in form of Demand Draft, as applicable, shall be summarily rejected. Candidates are required to complete the entire process of submission of applications along with application fee within **18.12.2015**. 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 applying.

**F. SELECTION PROCESS:** Eligible candidates will be required to appear for written test / personal interview, as applicable, to be held in Kolkata only.

- For the position of General Manager – Mining, selection shall be made on the basis of personal interview only.
- For the position of Senior Manager – Mining & Assistant Manager – Mining, selection shall be made on the basis of written test and personal interview. Candidates appearing for written test will be shortlisted for appearing in the personal interview.

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

**G. HOW TO APPLY:**

01. Eligible and interested candidates **are to apply in hardcopy** as per given format marked **Annexure – A**, super scribing on the envelope the position applied for enclosing recent passport size photographs, attested copies of Class X / Matriculation Certificate (proof of age), educational certificates, experience certificates from previous employer(s) regarding relevant post qualification experience and other relevant certificates addressed to The Executive Director (HR), Bidyut Unnayan Bhaban, 3/C LA Block, Sector – III, Salt Lake, Kolkata – 98 on or before **18.12.2015**. All hardcopy applications are to be forwarded through post / courier or dropped at the above address within the stipulated date, failing which such candidature shall not be entertained.

2. Category as submitted in the 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 shall remain unaltered during the entire recruitment process.
3. Candidates are instructed to verify eligibility criteria against the position for which application is being made and then proceed with application paying applicable application fee.
4. 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.
5. All certificates relating to educational qualification should be issued by a recognized Board / Institute / University approved by UGC / AICTE 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.
6. Incomplete application / application without fee / application not fulfilling any eligibility criteria will be rejected summarily. No communication will be entertained from the applicants in this regard.
7. Candidates sponsored by Employment Exchanges will have to apply separately as per advertised norms, failing which their candidature shall not be considered.
8. All correspondence with candidates shall be done through mail only. All information regarding examination schedule / dispatch of Admit Cards / Interview Call letters, etc. shall be provided through hardcopy mailing only.
9. Corrigendum / amendments, if any, relating to this recruitment process shall be given at the WBPDCCL website ([www.wbpdcl.co.in](http://www.wbpdcl.co.in)) only.

#### **H. GENERAL INSTRUCTIONS:**

1. For Position No. 02 & 03 payment of non refundable Application Fee of Rs. 300 (Rupees Three Hundred only) should be made in the form of Demand Draft drawn on **THE WEST BENGAL POWER DEVELOPMENT CORPORATION LIMITED** payable at Kolkata. No other mode of payment shall be accepted.
2. SC / ST / OBC / PWD for the purpose of this notification means applicants belonging to 'Scheduled Caste' / 'Scheduled Tribe' / 'Other Backward Classes' / 'Person with Disability' category candidates respectively.
3. Date of Birth will be taken as that mentioned in the Birth Certificate issued by competent authority / Certificate or Admit card of Class X or equivalent examination. No other proof of date of birth shall be accepted.

4. Mere submission of application shall not give right to any candidate to be called for written test / interview and WBPDCCL 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 of any deviation from or non-conformity with the desired qualification, experience etc. shall lead to disqualification of one's candidature. Having appeared for the written test does not entitle eligibility for personal interview.
5. 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 advertisement. 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.
6. Request for change of mailing address / examination center / category / discipline / qualification once declared in the application form will not be entertained. The WBPDCCL reserves the right to cancel / add any examination center or alter the date of examination, if situation so warrants.
7. Employees in Government, Semi-Government undertakings and PSUs are required to forward their applications through proper channel or submit 'No Objection Certificate' from their employer at the time of interview.
8. No TA or other expenses will be made admissible to the candidates appearing for the written examination / interview etc.
9. 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.
10. The WBPDCCL reserves the right to withdraw / cancel the advertisement / recruitment process if circumstances so warrant without assigning any reason thereof.
11. In case of any dispute, the legal jurisdiction shall be that of the Hon'ble High Court, Calcutta.

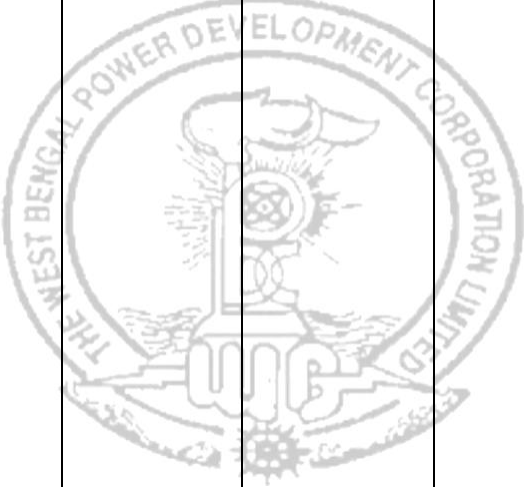
#### **Recruitment Cell / WBPDCCL**

##### **MANDATORY DOCUMENTS REQUIRED:**

01. Duly signed and filled in application blank / application form.
02. 02 copies of passport size photograph.
03. Self attested copies of:
  - a. Date of Birth (matriculation certificate / mark sheet / admit card or Birth Certificate).
  - b. Qualifying degree certificates with all semester wise / year wise mark sheets.
  - c. Copy of caste / community certificate (applicable for SC / ST / OBC (NCL) candidates of West Bengal).
  - d. Copy of disability certificate, if applicable.
  - e. Experience Certificates, as applicable.





07.	<b>CATEGORY:</b> (Put ✓ mark) (Attach self attested copy of Certificates in support of SC / ST / OBC)	a) General b) Scheduled Caste (SC) from <b>West Bengal</b> . c) Scheduled Tribe (ST) from <b>West Bengal</b> . d) Other Backward Caste (OBC) – A / B from <b>West Bengal</b> .			
08.	<b>SEX:</b>				
09.	<b>NATIONALITY:</b>				
10.	<b>E-MAIL ADDRESS:</b>				
11.	<b>MOBILE NO. / CONTACT NO.:</b>				
12.	<b>EXPERIENCE:</b> (Starting with the current Designation / Organization)  May mention designation wise experience separately in details.	<b>Designation</b>	<b>Organization</b>	<b>From / To</b>	<b>Job description</b>
					

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 covert to nearest % of marks.  
\*\* may attach extra sheets if required.