

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.: WBPDC/Recruitment/2016-2017/02

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 mining personnel on **CONTRACTUAL** basis for a period of **03 (Three) years** subject to satisfactory performance evaluation at the end of each year, for its Mining 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 | Educational Qualification | Minimum Experience | Consolidated Remuneration on initial joining. |
|-----|------------------------|--|---|---|---|
| 01 | Mine Manager | 05 nos. [UR - 03 SC - 01 ST - 01] | B.E. / B. Tech. in Mining Engineering from any recognized university or reputed Institute approved by the AICTE with 1 st Class Mine Manager's Certificate. | 5 years as Mine Manager out of which 3 years in open cast coal mine. | Rs. 60,000/- |
| 02 | Assistant Mine Manager | 05 nos. [UR - 03 SC - 01 ST - 01] | B.E. / B. Tech. in Mining Engineering from any recognized university or reputed Institute approved by the AICTE with at least 2 nd Class Mine Manager's Certificate. | 4 years as Assistant Manager out of which 2 years in open cast coal mine. | Rs. 50,000/- |
| 03 | Safety Officer | 05 nos. [UR - 03 SC - 01 ST - 01] | B.E. / B. Tech. in Mining Engineering from any recognized university or reputed Institute approved by the AICTE with 1 st Class Mine Manager's Certificate. | 4 years as Assistant Manager / Safety Officer out of which 2 years in open cast mine. | Rs. 50,000/- |
| 04 | Blasting Officer | 05 nos. [UR - 03 SC - 01 ST - 01] | Diploma in Mining Engineering from any institute recognized by the AICTE with at least 2 nd Class Mine Manager's Certificate | 3 years in open cast coal mine as Blasting Officer. | Rs. 36,000/- |

| Sl. | Name of the Position | No. of Vacancy | Educational Qualification | Minimum Experience | Consolidated Remuneration on initial joining. |
|-----|------------------------------|--|--|---|---|
| 05 | Survey Officer | 05 nos. [UR – 03 SC – 01 ST – 01] | Diploma in Survey from any institute recognized by the AICTE with DGMS Certified Survey Certificate. Advanced Survey Certificate holders shall be preferred. | 10 years out of which 3 years in open cast mine as Survey Officer. | Rs. 50,000/- |
| | | | | 8 years out of which 3 years in open cast mine as Survey Officer. | Rs. 36,000/- |
| 06 | Surveyor | 06 nos. [UR – 03 SC – 01 ST – 01 OBC(A) - 01] | Diploma in Survey from any institute recognized by the AICTE with DGMS Certified Survey Certificate. | 5 years out of which 3 years in open cast mine as Survey. | Rs. 32,000/- |
| 07 | Junior Engineer (Mechanical) | 05 nos. [UR – 03 SC – 01 ST – 01] | Diploma in Mechanical Engineer from any institute recognized by the AICTE. | 5 years as Mine Engineer in Mechanical Engineering / Excavation sector out of which 3 years in open cast coal mine. | Rs. 36,000/- |
| 08 | Junior Engineer (Electrical) | 05 nos. [UR – 03 SC – 01 ST – 01] | Diploma in Electrical Engineer from any institute recognized by the AICTE. | 5 years as Mine Electrical Engineer out of which 3 years in open cast coal mine. | Rs. 36,000/- |
| 09 | Welfare Officer | 05 nos. [UR – 03 SC – 01 ST – 01] | Diploma in Social Welfare (DSW). | 5 years out of which 3 years in coal mining as Mine Welfare / Personnel Officer. | Rs. 36,000/- |

Retired personnel having adequate experience in coal mining operation with specialization in open cast coal mining are also eligible to apply subject to maximum age limit of 62 years as on 01.12.2016.

B. PERIOD OF ENGAGEMENT & REMUNERATION: 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 payable as per details mentioned alongside each of the notified position. Annual enhancement @ 3% on consolidated remuneration as payable at that respective point of time shall be paid based on satisfactory performance evaluation. Management may at its discretion consider renewal of contract period subject to evaluation of satisfactory performance. The contract of engagement shall be liable to termination with 01 (One) month's notice on either side.

C. AGE RANGE: Personnel having adequate experience in coal mining operation with specialization in open cast coal mining are eligible to apply subject to maximum age limit of 62 years as on 01.12.2016.

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. However, in case of selection of retired personnel reservation norms applicable against the respective notified vacancies shall not be applicable.

E. APPLICATION FEE & MODE OF PAYMENT: 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 / EC candidates are exempted from deposition of Application Fee. All applicable commission levied by the banker is to be borne by the applicant.

Candidature of applicants 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 **26.12.2016**. 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: For the position of **Mine Manager, Assistant Mine Manager, Safety Officer, Blasting Officer, Survey Officer, Survey, Junior Engineer (Mechanical), Junior Engineer (Electrical), Welfare Officer**, selection shall be made on the basis of personal interview to be held in Kolkata only.

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:

1. Eligible and interested candidates **are to apply in hardcopy** as per given format marked **Annexure – A**, super scribing on the envelope the Advertisement No. & 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 Director (HR), Bidyut Unnayan Bhaban, 3/C LA Block, Sector – III, Salt Lake, Kolkata – 98 within the closing hours of 26.12.2016.

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. The retired personnel shall submit a copy of release order issued by the last employer alongwith a copy of Pension Pay Order (P.P.O) / copy of full & final settlement.

8. All correspondence with candidates regarding examination schedule / dispatch of Interview Call letters, etc shall be done either through website or hard copy mailing only.

9. Corrigendum / amendments, if any, relating to this recruitment process shall be given at the WBPDCCL website (www.wbpdcl.co.in) only.

H. GENERAL INSTRUCTIONS:

1. 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 Personal 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.

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 Personal Interview.

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/diploma 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.
 - f. Copy of Pension Pay Order (P.P.O) / copy of full & final settlement.



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|-----|--|---|---------------------|------------------|------------------------|
| 07. | CATEGORY: (Put ✓ mark) (Attach self attested copy of Certificates in support of SC / ST / OBC) | a) General b) Scheduled Caste (SC) from West Bengal . c) Scheduled Tribe (ST) from West Bengal . d) Other Backward Caste (OBC) – A / B from West Bengal . | | | |
| 08. | SEX: | | | | |
| 09. | NATIONALITY: | | | | |
| 10. | LANGUAGES KNOWN | Read :- Write:- Speak:- | | | |
| 11. | P.P.O. NO (FOR RETIRED PERSONNEL) | | | | |
| 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 covert to nearest % of marks.

** may attach extra sheets if required.