

Mode of Selection:

There will be a two-stage selection process viz. Computer-based Test (CBT) and Personal Interview followed by Pre-Employment Medical Examination as per prescribed rules of the Company.

Stages of Selection:

SL No.	Phase No.	Particulars
1	1 st Phase	Computer Based Test (Objective Type with Multiple Choice Question Pattern)
2	2 nd Phase	Personal Interview

The applicant(s) will be allowed to appear for Computer-based Test (CBT) based **on the self-declaration submitted at the time of Online Registration/Application** and payment of prescribed application fee (wherever applicable). Procedure of online registration and other detailed particulars is mentioned under this notification.

The Computer-based Test (CBT) will be held across various locations in West Bengal. Depending on the number of applicants, WBSEDCL might arrange for an additional centre. However, WBSEDCL reserves the right to cancel/add any centre for Computer-based Test (CBT) at its discretion.

Candidates will be shortlisted for Personal Interview in **1:3 ratios** (category-wise) of the advertised vacancies based on their performance in Computer Based Test (CBT). The process of Interview will be conducted at Kolkata only. Candidates called for Computer Based Test (CBT)/ Personal Interview shall not be entitled to reimbursement of any Travelling Expenses/Allowance.

Candidates will have to subsequently appear and qualify in Pre-Employment Medical Examination.

Since the CBT will be conducted across multiple sessions, the marks in CBT will be finalized after applying the formula for Normalization.

Normalization: Normalization means adjusting values measured on different scales to a notionally common scale.

Normalization Formula:

Normalization mark of j^{th} candidate in i^{th} session $\hat{M}_{ij}$ is given by,

$$\hat{M}_{ij} = \frac{\bar{M}_t^g - M_q^g}{\bar{M}_{ti} - M_{iq}} (M_{ij} - M_{iq}) + M_q^{gm}$$

M_{ij} : is the actual marks obtained by the j^{th} candidate in i^{th} session.

$\bar{M}_t^g$: is the average marks of the top 0.1% of the candidates considering all sessions.

M_q^g : is the sum of mean and standard deviation marks of the candidates in the paper considering all sessions.

$\bar{M}_{ti}$: is the average marks of the top 0.1% of the candidates in the i^{th} session or marks of topper if session strength is less than 1000.

M_{iq} : is the sum of the mean marks and standard deviation of the i^{th} session.

M_q^{gm} : is the sum of mean marks of candidates in the shift having maximum mean and standard deviation of marks of candidates in the examination considering all shifts.

Calculation of marks will be up to 5 decimals places.

Final selection will be made on the basis of fulfillment of prescribed eligibility criteria, combined performance in the Computer-based Test (CBT) & Personal Interview, fitness in Pre-Employment Medical Examination, available vacancies and existing reservation rules of Govt. of West Bengal.

Hard copy credentials of all the shortlisted candidates for Interview will be verified before or at the time of Interview and thereafter prior to issuance of appointment letter to ascertain eligibility for the post. Mere appearance in CBT or Personal Interview will not guarantee any entitlement of appointment to any post under this recruitment exercise. The candidate must ensure that he/she/they fulfill the eligibility including academic and professional qualification as per our detailed notification and other norms. In case, it is detected at any stage of recruitment/selection (i.e. during interview/verification of documents etc.) that a candidate does not fulfill the prescribed eligibility criteria and / or that he/she/they has furnished any incorrect/false/wrong information or has suppressed any material fact(s), his/her/their candidature will automatically stand cancelled ab-initio. If any of the above shortcoming(s) is/are detected even after appointment, his/her/their services are liable to be terminated without any notice. No application/prayer for relaxation of eligibility norms will be entertained by the Company.

Test Matrix Overview:

Name of the Post	Duration of Computer Based Test	MCQ Based Objective Type Test	Viva-Voce/ Personal Interview	Total
Assistant Manager (HR&A)	90 Minutes**	85	15	100
Assistant Manager (F&A)				
Junior Engineer (Electrical) Gr.-II				

Note: **Candidates will be given sufficient time for system check-up before the commencement of Computer Based Test.

Detailed Test Matrix for Computer Based Test (CBT):

Name of the Post	Mode of Examination & Type	Total Marks	Marks Distribution		Section/Part-wise Qualifying Marks (applicable to all irrespective of Category)**	Duration
			Topics of Evaluation	Marks Allotted		
Assistant Manager (HR&A), Assistant Manager (F&A) & Jr. Engineer- (Electrical) Gr.-II	Computer Based Test (MCQ Based)	85	Domain Knowledge	50	20	90 Minutes
			English	5	-Nil-	
			Quantitative Aptitude	10	-Nil-	
			Computer Proficiency (MS-Office)	10	-Nil-	
			Test of Vernacular (Bengali/Nepali)	10	4	

Note: (A)The Part wise Qualifying Marks (wherever mentioned in the table) will be applicable to all the candidates. Besides securing the part wise qualifying marks, as stated above, a candidate will have to secure Minimum Qualifying Marks in Aggregate (marks secured in all the Parts taken together) in the CBT, as mentioned against their category in the following table, to qualify for consideration in the next stage of selection.**

(B) The Question Paper along with Answer Key (all the relevant Question series) will be uploaded on the Online Application Portal subsequently with an intimation to the applicants after completion of all the sessions of Computer Based Test. A stipulated timeline will be given for tracking objections from the candidates, post which the final correct answer key will be uploaded. Evaluation of CBT will be done as per final correct answer keys.

Schedule & Scheme of Examination for Computer Based Test (CBT) :

SL. No.	Particulars	Details
1	Duration of Examination	90 Minutes (1 Hour & 30 Minutes)
2	Question Paper Medium	a. Test of Vernacular Section in the Test Matrix: Bengali/Nepali (As per choice submitted by the applicant during Online Application Process) b. All other sections in Test Matrix: English (Only)
3	Total Marks	85 Marks
4	Total No. of Questions	85 Questions
5	Scheme of Examination	• Objective Type Multiple Choice Questions (MCQs). • Each Question will carry 01 (one) mark. • For every wrong answer 0.33 marks would be deducted

Category-wise Minimum Qualifying Marks:

SL. No.	Category	Qualifying Marks***	***Note: Securing minimum qualifying marks will not guarantee any entitlement to the next stage of selection process.
1	Unreserved (General)/EWS Category	40 %	
2	Scheduled Caste	35 %	
3	Scheduled Tribe	30 %	
4	OBC(A)/OBC(B)	35 %	
5	Person with Benchmark Disability	30 %	

Resolution of Tie:

In case of tie in score of two or more candidates in the stages of selection process against a particular post for determining merit position for the upcoming recruitment drive as referred above, the resolution of tie may be done in the following manner as per prevalent practice :-

a) In case of two or more candidates scoring equal marks (combined): The candidate senior in age will be given preference.

b) If the aggregate/combined marks and also the date of birth be same: The candidate scoring higher Domain Knowledge will be placed higher in the merit list.

c) If the aggregate/combined marks, the date of birth and also the marks in Domain Knowledge be same, the candidate scoring higher in vernacular section (Bengali/Nepali) as per Test Matrix will be placed higher in the merit list.

How to Apply:

Applicants must ensure that they possess requisite qualifications for the posts as mentioned above and fulfill all the required criteria before applying for the post. The intending applicant(s) including the eligible Exempted Category applicants and eligible Departmental employees of WBSEDCL will also submit their applications through Online Mode only from **27.11.2025 (11:00 AM) to 29.12.2025 (11:55 PM)** by visiting the link mentioned under “**Career [Tab]**” of the Company’s website i.e. **www.wbsedcl.in** and then click on the “**Apply Online**” button under the **Recruitment for the Post of Assistant Manager (HR&A), Assistant Manager (F&A) and Junior Engineer (Electrical) Gr.-II under WBSEDCL - Notification No. MPP/2025/04 Dt. 24/11/2025.**

Before applying online, applicant(s) must ensure that they have with them a valid E-mail ID, an active Mobile Number, all essential Educational Certificates, Caste Certificate, Domicile Certificate, EWS Certificate, Person with Benchmark Disability (PwBD) Certificate issued by Medical Board with not less than 40% disability, Exempted Category (X-10B) Card, Discharge Certificate (in case of Ex-Serviceman) [as applicable] and Proof of Identification.

Candidates may raise their queries through the Helpdesk (Email Address/Mobile No.).

GST & Bank Transaction charges for Online Payment of Application Fees will have to be borne by the candidate.

Before applying online, a candidate will be required to have a legible scanned (digital) copy/image of the following documents: **(a) Photograph (b) Signature (c) Other Documents: Domicile Certificate/Caste Certificate/EWS Certificate/ Exempted Category Card/ PwBD Certificate (As Applicable)**