



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/2023/05

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 professional for its mining activities relating to coal mines of the Company spread across West Bengal & Jharkhand, as per details given below:

A. DETAILS OF POSITIONS & MINIMUM ESSENTIAL QUALIFICATIONS:

Position	Vacancy	Maximum Age as on 01.06.2023	Educational Qualification	Work Experience	Consolidated Remuneration
Geologist on contractual basis	01 (one) [UR - 01]	40 years	Honours Graduate in Geology from a recognized University / Institute alongwith adequate knowledge in Minex Software. Master's degree in relevant field is desirable.	8 (eight) years' experience in the relevant field in a reputed firm.	Rs. 80,000/-
Welfare Officer on contractual basis	01 (one) [SC - 01]	37 years	Graduates with at least two years full time [Post Graduate Degree/ PG Diploma/ Post Graduate Program in Management] with specialization in HR/ Industrial Relations/ Personnel Management or [MHROD/ MBA/ Master of Social Work] with specialization in HR (Major) from any recognized Indian University / Institute.	Experience in coal mine or industrial undertaking is preferable.	Rs. 63,000/-

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 a fixed monthly consolidated remuneration. In addition to the monthly consolidated remuneration, a fixed amount towards 'House Rent Allowance' and 'Mines Allowance' / 'Project Allowance' shall be payable to the above mentioned positions as per applicability and eligibility as per the extant norms of WBPDC.

Annual enhancement @ 3% on the monthly 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: Maximum age limit of 40 years & 37 years as on 01.06.2023 for the post of 'Geologist' and 'Welfare Officer' respectively with all relaxations as applicable for the above mentioned posts.

The employees of the contractors of WBPDC / Mine Developer & Operators (MDO) of the Coal Mines of WBPDC shall be entitled for age relaxation upto maximum of 45 years as on 01.06.2023 considering all applicable relaxations for all the positions.

D. RESERVATION: 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. **Candidates possessing reservation certificates issued by states other than West Bengal shall not be entitled for respective reservation benefits.**

E. SELECTION PROCESS:

Candidates shall be shortlisted for Personal Interview to be held in Kolkata only, from the online applications received in the WBPDCCL Recruitment Portal.

Final 'Offer of Appointment' shall strictly be made on the basis of reports of the pre-employment medical screening of the candidate. Such pre-employment medical screening shall be carried out at WBPDCCL authorized hospitals only.

F. HOW TO APPLY:

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

1. Before registering / submitting applications on the WBPDCCL recruitment portal, the candidates should possess a valid:
 - a. E-mail ID
 - b. Mobile number
 - c. Aadhaar Number
 - d. Scanned copy of recent passport size coloured photograph
 - e. Scanned copy of signature
2. The application is liable to be rejected if the uploaded photograph 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. Candidates are required to download and retain a copy of the system generated 'Application Slip' capturing essential details as provided by the candidate for submission at the time of Personal Interview, if called for.
4. Candidates must submit 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 Personal Interview, if called for.
5. Candidates shortlisted for Personal Interview would be required to furnish documents regarding proof of Date of Birth, Qualification, Application slip etc. at the time of Personal Interview, as per intimation to be given to the shortlisted candidates.
6. All educational qualification certificates should be issued by a recognized Board / Institute / University only. In line with the methodology of All India Council for Technical Education (AICTE), if a Grade Point System is adopted, the CGPA will be converted into equivalent marks as per the following table: -

Grade Point	Equivalent Percentage
6.25	55%
6.75	60%
7.25	65%
7.75	70%
8.25	75%

7. While submitting the online application, candidates must carefully follow all necessary steps as referred above. Incomplete application / application not fulfilling any eligibility criteria will be rejected summarily. No communication will be entertained from any applicants in this regard.
8. Candidates sponsored by Employment Exchange will also have to **APPLY ONLINE** through the WBPDCCL recruitment portal (www.wbpdcl.co.in), failing which their candidature shall not be considered.

9. Candidates can access the online application form in the 'Career Section' at www.wbpdcl.co.in. Online submissions will remain open from **13.06.2023 to 04.07.2023**.
10. All correspondence with candidates shall be done through E-mail / Mobile only. **List of shortlisted candidates to be called for Personal Interview shall be displayed on the WBPDCCL website and shall also be intimated through respective E-mail addresses. No physical copies of Interview Call letters shall be issued by the WBPDCCL.** Responsibility of downloading and printing of Call Letters shall be that of the candidate. The WBPDCCL 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.

G. GENERAL INSTRUCTIONS:

1. Before applying the candidate should ensure that he/she fulfills the eligibility criteria and other norms mentioned in the Employment Notification.
2. Applicants are required to apply through www.wbpdcl.co.in website. No manual / physical application will be entertained. Candidates are advised to keep updated through the WBPDCCL website for details and updates relating to this employment notification, if any.
3. 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.
4. Candidates should retain a copy of their Application Slip for future reference.
5. 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.
6. WBPDCCL Departmental candidate's / Contractor workers related to WBPDCCL are also required to APPLY ONLINE on the WBPDCCL Recruitment Portal and submit application through proper channel as per procedure mentioned at Cl. 7 below.
7. Candidates applying as 'Contractor worker' related to the WBPDCCL 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 **MDO and Agent of the Concerned Mines / Head of HR&A Department of the concerned Plants.**
8. Having successfully registered oneself at the WBPDCCL website (www.wbpdcl.co.in) does not entitle one to be eligible to appear for the Personal Interview. Mere submission of application shall not give right to any candidate to be called for interview and **only shortlisted candidates shall be called for Personal Interview.**

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 any deviation from or non-conformity with the desired qualification candidature of the candidate shall be summarily rejected.

9. 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 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 furnish accurate, full and correct information. Furnishing 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 information by the candidate.
10. Request for change of mailing address / category / discipline / qualification once declared in the online application form will not be entertained.
11. 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 disqualified.

12. No TA or other expenses will be made admissible to the candidates appearing for the Personal Interview etc.
13. 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.
14. The WBPDCCL reserves the right to withdraw / cancel the instant Employment Notification / recruitment process if circumstances so warrant without assigning any reason thereof.
15. In case of any dispute, the legal jurisdiction shall be that of the Hon'ble High Court, Calcutta.

**Recruitment Cell
WBPDCCL**

MANDATORY DOCUMENTS REQUIRED AT THE TIME OF PERSONAL INTERVIEW:

01. Duly signed and filled in application blank / application form.
02. 02 (two) copies of passport size photograph.
03. Original Educational & Work 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. Work Experience Certificates, as applicable.
 - iv. Aadhaar Card.



ANNEXURE – ‘X’

(Certificates to be issued by the authorized person of the MDO / 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 : _____

