



# 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 – 700106

● Phone : (033) 2339-3200 / 3300 ● Fax : (033) 2339-3186 / 2339-3286 / 2339-3197

● Website : [www.wbpdccl.co.in](http://www.wbpdccl.co.in)

## Employment Notification No.: WBPDCCL/Recruitment/2025/06

The West Bengal Power Development Corporation Limited (WBPDCCL), 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 Coal Mines spread across West Bengal & Jharkhand:

### A. DETAILS OF DISCIPLINE AND MINIMUM ESSENTIAL QUALIFICATIONS:

Sl. No	Discipline	Vacancy	Minimum Essential Qualifications
1.	<b>Assistant Manager (PS) - Probationer</b> Basic Pay Rs. 56,100/- in the Pay Scale of Rs. 56,100 – 1,60,500/- Pay Level 8 of WBPDCCL ROPA – 2020.		
	(i) <b>Mechanical</b>	48	Full Time 4 years B. E. or B. Tech. degree / Integrated M. Tech / Dual – degree B.Tech – M. Tech. Programme / B. Sc. – B. Tech. / B. Tech. through lateral entry in Mechanical / Power Plant Engineering from any University recognized by UGC / Institute approved by AICTE or from IITs / NITs.
	(ii) <b>Electrical</b>	37	Full Time 4 years B. E. or B. Tech. degree / Integrated M. Tech / Dual – degree B.Tech – M. Tech. Programme / B. Sc. – B. Tech. / B. Tech. through lateral entry in Electrical Engineering from any University recognized by UGC / Institute approved by AICTE or from IITs / NITs.
	(iii) <b>Instrumentation</b>	37	Full Time 4 years B. E. or B. Tech. degree / Integrated M. Tech / Dual – degree B.Tech – M. Tech. Programme / B. Sc. – B. Tech. / B. Tech. through lateral entry in Electronics & Communication / Instrumentation / Control Engineering from any University recognized by UGC / Institute approved by AICTE or from IITs / NITs.
2.	<b>Assistant Manager (Civil) - Probationer</b> Basic Pay Rs. 56,100/- in the Pay Scale of Rs. 56,100 – 1,60,500/- Pay Level 8. of WBPDCCL ROPA – 2020.	09	Full Time 4 years B.E. / B. Tech. / Integrated M. Tech. / Dual-degree B. Tech. - M.Tech./ B.Sc. - B. Tech./ B. Tech. through lateral entry programme degree in Civil Engineering / Construction Engineering from a University recognized by UGC / Institute approved by AICTE or from IITs / NITs.
3.	<b>Assistant Manager (HR&amp;A) - Probationer</b> Basic Pay Rs. 56,100/- in the Pay Scale of Rs. 56,100 – 1,60,500/- Pay Level 8 of WBPDCCL ROPA – 2020.	17	Graduate in any discipline with MBA (2 years' full time course) / MHRM (2 years' full time course) with specialization in Personnel Management / IR / HR or Post-Graduate Degree / Diploma (2 years' full time course) with specialization in Personnel Management / IR / HR from a University recognized by UGC / Institute approved by AICTE or from IIMs / XLRI / IIT B – Schools.
4.	<b>Assistant Manager (IT) - Probationer</b> Basic Pay Rs. 56,100/- in the Pay Scale of Rs. 56,100 – 1,60,500/- Pay Level 8 of WBPDCCL ROPA – 2020.	19	Full Time 4 years B.E. or B. Tech. degree / Integrated M. Tech. / Dual-degree B. Tech. - M. Tech./ B.Sc. - B. Tech. / B. Tech. through lateral entry programme in IT and Computer Science, from a University recognized by UGC / Institute approved by AICTE or from IITs / NITs.

Sl. No	Discipline	Vacancy	Minimum Essential Qualifications
5.	<b>Safety Officer</b>  Basic Pay <b>Rs. 56,100/-</b> in the Pay Scale of <b>Rs. 56,100 – 1,60,500/-</b> Pay Level 8 of WBPDCCL ROPA – 2020.	02	(i) Candidates must be Graduate in Engineering or Technology from a Govt. recognized University / Institute approved by AICTE with <b>02 (two) years'</b> experience in Supervisory or Managerial position in a factory under Safety/Production/Maintenance Department. <b>OR</b> (ii) Honours Graduate in Physics or Chemistry of a Govt. recognized University / Institute with <b>5 (five) years'</b> experience in Supervisory or Managerial position in a factory under Safety /Production/Maintenance Department. <b>OR</b> (iii) A Diploma in any branch of Engineering or Technology recognized by the State Govt. with <b>5 (five) years'</b> experience in Supervisory or Managerial position in a factory under Safety/Production/Maintenance Department.  The candidates applying for the post must also possess <b>Degree or Diploma or Certificate in Industrial Safety</b> recognized by any State Government and must have thorough knowledge of Bengali acquired through an institution under a Board of Secondary Education or affiliated to a university or recognized by the State Government and must have qualified at a <b>Viva-Voce Test</b> conducted by a Board constituted by the Labour Department, Govt. of West Bengal, for this purpose.
6.	<b>Operation &amp; Maintenance Supervisor – Probationer</b>  Basic Pay <b>Rs. 36,800/-</b> in the Pay Scale of <b>Rs. 36,800– 1,06,700/-</b> Pay Level 6 of WBPDCCL ROPA – 2020.		
	<ul style="list-style-type: none"> <li><b>Mechanical</b></li> </ul>	14	Full time Diploma or Diploma through lateral entry in Mechanical from an Institute approved by West Bengal State Council of Technical & Vocational Education and Skill Development / AICTE.
	<ul style="list-style-type: none"> <li><b>Electrical</b></li> </ul>	06	Full time Diploma or Diploma through lateral entry in Electrical Engineering from an Institute approved by West Bengal State Council of Technical & Vocational Education and Skill Development / AICTE.
7.	<b>Sub-Assistant Engineer (Civil) – Probationer</b>  Basic Pay <b>Rs. 36,800/-</b> in the Pay Scale of <b>Rs. 36,800– 1,06,700/-</b> Pay Level 6 of WBPDCCL ROPA – 2020.	18	Full time Diploma or Diploma through lateral entry in Civil Engineering from an Institute approved by West Bengal State Council of Technical & Vocational Education and Skill Development/ AICTE.
8.	<b>Chemist - Probationer</b>  Basic Pay <b>Rs. 36,800/-</b> in the Pay Scale of <b>Rs. 36,800– 1,06,700/-</b> Pay Level 6 of WBPDCCL ROPA – 2020.	25	B. Sc. (Honours) in Chemistry from any University recognized by UGC.
9.	<b>Draughtsman</b>  Basic Pay <b>Rs. 23,400/-</b> in the Pay Scale of <b>Rs. 23,400– 68,900/-</b> Pay Level 3 of WBPDCCL ROPA – 2020.	02	Madhyamik or equivalent examination with Trade Certificate (2 years' full time) in the trade of Draughtsman (Civil/Mechanical) from any ITI recognized by NCVT/SCVT along with knowledge of CAD/CAM.
10.	<b>Office Executive</b>  Basic Pay <b>Rs. 29,000/-</b> in the Pay Scale of <b>Rs. 29,000– 84,500/-</b> Pay Level 4 of WBPDCCL ROPA – 2020.	40	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.

Sl. No	Discipline	Vacancy	Minimum Essential Qualifications
11.	<b>Operator / Technician – Probationer</b> Basic Pay Rs. <b>23,400/-</b> in the Pay Scale of Rs. <b>23,400– 68,900/-</b> Pay Level 3 of WBPDCCL ROPA – 2020.		
	<ul style="list-style-type: none"><li><b>Fitter</b></li></ul>	140	Madhyamik or equivalent examination having Trade Certificate (2 years fulltime) / Broad Based Basic Training (BBBT) [1 yr BBBT with 06 months Special Module and 06 months Advanced Module] from any ITI / National Apprentice Certificate (3 years duration) recognized by NCVT in the trade of Fitter.
	<ul style="list-style-type: none"><li><b>Electrician</b></li></ul>	60	Madhyamik or equivalent examination having Trade Certificate (2 years fulltime) / Broad Based Basic Training (BBBT) [1 yr BBBT with 06 months Special Module and 06 months Advanced Module] from any ITI / National Apprentice Certificate (3 years duration) recognized by NCVT in the trade of Electrician.
12.	<b>Assistant Teacher (High School)</b>		<b>For Assistant Teacher other than (Physical Education)</b> - Honours graduate/ Master Degree in relevant subject with at least 50 % marks at the respective level from any recognized Institute / University recognized by UGC / AICTE and B. Ed. from any Institute recognized by NCTE.  <b>For Assistant Teacher (Physical Education)</b> – Honours graduate with at least 50 % marks from any recognized Institute /University recognized by UGC with B.P. Ed. from any Institute recognized by NCTE.  <b>OR</b>  5 years Integrated B.P. Ed. with at least 50 % marks from any recognized Institute / University recognized by UGC / NCTE.
	<ul style="list-style-type: none"><li><b>Sanskrit</b></li></ul>	02	
	<ul style="list-style-type: none"><li><b>Education</b></li></ul>	01	
	<ul style="list-style-type: none"><li><b>English</b></li></ul>	04	
	<ul style="list-style-type: none"><li><b>Biology</b></li></ul>	02	
	<ul style="list-style-type: none"><li><b>Mathematics</b></li></ul>	03	
	<ul style="list-style-type: none"><li><b>History</b></li></ul>	02	
	<ul style="list-style-type: none"><li><b>Physical Education</b></li></ul>	01	
	<ul style="list-style-type: none"><li><b>Bengali</b></li></ul>	02	
	<ul style="list-style-type: none"><li><b>Geography</b></li></ul>	01	
	<ul style="list-style-type: none"><li><b>Physics</b></li></ul>	01	
	<ul style="list-style-type: none"><li><b>Chemistry</b></li></ul>	03	
	<ul style="list-style-type: none"><li><b>Philosophy</b></li></ul>	01	
Basic Pay Rs. <b>39,900/-</b> in the Pay Scale of Rs. <b>39,900 – 1,02,800/-</b> (for Honours Graduate candidates) Pay Level 8 of WBPDCCL Teaching & Non-Teaching Staff ROPA - 2020  Basic Pay Rs. <b>42,600/-</b> in the Pay Scale of Rs. <b>42,600 – 1,09,800/-</b> (for Post Graduate candidates) Pay Level 9 of WBPDCCL Teaching & Non-Teaching Staff ROPA – 2020			
13.	<b>Librarian</b> Basic Pay Rs. <b>32,100/-</b> in the Pay Scale of Rs. <b>32,100 – 82,900/-</b> Pay Level 5 of WBPDCCL Teaching & Non-Teaching Staff ROPA - 2020	02	Graduation with Degree in Library Science from a University recognized by UGC.

#### B. COMPENSATION/ PAY:

Basic pay in the corresponding Pay Scale 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 (depending up on applicability), 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 **01.09.2025** for 'Unreserved' category candidates applying against all disciplines. Age limit is relaxable by 05 years for SC / ST, 03 years for OBC (Non Creamy Layer), 10 years for PWBD candidates as per extant norms subject to maximum of **45 years** considering all applicable relaxations.
- Candidates applying against Exempted Category (EC) shall be entitled to age relaxation upto **45 years** as on 01.09.2025.
- Candidates applying against Ex-Serviceman (ExSM) possessing at least 06 months of continuous service in any of the armed forces of the Union of India as mentioned in the aforementioned qualifying criteria shall be allowed to deduct their period of service from their actual age, as long as the resultant age does not exceed the aforementioned prescribed maximum age limit, subject to maximum of **45 years** considering all applicable relaxations.
- The employees of WBPDCL and the employees of the Contractor/ Mine Developer & Operator (MDO) working with WBPDCL shall be entitled to age relaxation upto **45 years** as on 01.09.2025.
- The candidates who avail age relaxation as SC/ ST/ OBC -A/ OBC -B/ PWBD candidates may be considered in the UR category of posts according to merit.

## D. RESERVATION:

Post	Stream / Subject	Category																	TOTAL	
		UR	UR (ExSM)	UR (EC)	UR (PWBD)	UR (MSP)	EWS	EWS (ExSM)	EWS (EC)	SC	SC (ExSM)	SC (EC)	SC (PWBD)	ST	ST (EC)	OBC(A)	OBC(A)-EC	OBC(B)		OBC(B)-EC
Assistant Manager (Power Station)	Electrical	9	0	6	1	0	3	0	1	6	0	3	0	2	0	3	1	1	1	37
	Mechanical	13	0	7	2	0	4	0	1	7	0	2	1	2	1	3	1	3	1	48
	Instrumental	14	0	4	0	0	2	0	2	3	0	4	0	1	1	3	1	2	0	37
Assistant Manager (Civil)		3	0	1	1	0	0	0	0	2	0	0	0	0	1	1	0	0	0	9
Assistant Manager (IT)		7	0	2	0	0	1	0	1	1	0	1	1	1	0	2	0	1	1	19
Assistant Manager (HR&A)		3	0	1	1	0	0	0	1	3	0	1	1	1	0	1	1	2	1	17
Safety Officer		1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	2
Office Executive		9	2	0	1	2	3	1	0	8	0	3	0	3	0	3	1	3	1	40
Draughtsman		0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	2
Sub Assistant Engineer (Civil)		3	1	3	1	0	2	0	0	2	1	1	0	1	0	1	0	1	1	18
Chemist		6	1	3	0	1	1	0	1	4	1	1	1	1	0	2	0	1	1	25
Operation & Maintenance Supervisor	Mechanical	3	0	1	1	1	1	0	0	1	0	1	0	2	1	0	0	2	0	14
	Electrical	1	1	0	0	0	0	0	0	2	1	0	0	0	0	1	0	0	0	6
Operator / Technician	Fitter	30	8	18	5	7	6	2	4	18	3	8	1	4	2	10	5	7	2	140
	Electrician	16	3	4	3	4	1	1	2	6	2	4	0	5	1	4	1	1	2	60

Post	Stream / Subject	Category																	TOTAL	
		UR	UR (ExSM)	UR (EC)	UR (PWBD)	UR (MSP)	EWS	EWS (ExSM)	EWS (EC)	SC	SC (ExSM)	SC (EC)	SC (PWBD)	ST	ST (EC)	OBC(A)	OBC(A)-EC	OBC(B)		OBC(B)-EC
Assistant Teacher (High School)	Sanskrit	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	2	
	Physics	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1	
	Education	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1	
	Biology	0	0	0	0	1	0	0	0	1	0	0	0	0	0	0	0	0	2	
	English	0	0	2	1	0	0	0	0	0	0	0	0	1	0	0	0	0	4	
	Mathematics	2	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	3	
	History	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	2	
	Physical Education	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
	Bengali	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	2	
	Geography	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1	
	Chemistry	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	3	
	Philosophy	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	
Librarian		0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	0	2	
TOTAL		124	17	52	17	17	24	5	15	69	8	31	5	25	7	35	12	24	12	499

**DETAILS OF FUNCTIONAL REQUIREMENT/SUITABLE CATEGORY OF BENCHMARK DISABILITIES:**

Post	Discipline	PWBD category	Total Vacancy	Functional Requirements of Post	Suitable Category of Benchmark Disabilities
Assistant Manager (PS)	Mechanical	UR -PWBD	02	ST,W,BN,MF,RW,SE,H,C	i) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims (OA, OL, LC, DW, AAV). ii) Autism, intellectual disability, specific learning disability and mental illness (ASD, SLD & MI).
		SC-PWBD	01	ST,W,BN,MF,RW,SE,H,C	iii) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims (OA, OL, LC, DW, AAV).
	<b>NOTE:-</b> In case of non-availability of qualified SC(PWBD) -with above specific benchmark disability candidate, the vacancy will be filled up by SC(PWBD) candidates with the specific benchmark disabilities as mentioned under Sl. No. (ii) above.				
	Electrical	UR -PWBD	01	ST,W,BN,MF,RW,SE,H,C	i) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims (OA, OL, LC, DW, AAV). ii) Autism, intellectual disability, specific learning disability and mental illness (ASD, SLD & MI).

Post	Discipline	PWBD category	Total Vacancy	Functional Requirements of Post	Suitable Category of Benchmark Disabilities
Assistant Manager (Civil)	Civil	UR -PWBD	01	ST,W,BN,MF,RW,SE,H,C	i) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims (OA, OL, LC, DW, AAV) ii) Low Vision (LV) iii) Deaf and Hard of hearing (D, HH) iv) Autism, intellectual disability, specific learning disability and mental illness (ASD, SLD & MI)
Assistant Manager (IT)	IT	SC-PWBD	01	N/A	Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims & muscular dystrophy.
Assistant Manager (HR&A)	HR&A	UR -PWBD	01	N/A	Blindness and low vision.
		SC-PWBD	01		Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims & muscular dystrophy.
Office Executive	-	UR -PWBD	01	N/A	Autism, intellectual disability, specific learning disability, mental illness and multiple disabilities.
Chemist	-	SC-PWBD	01	N/A	Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims & muscular dystrophy.
Sub Assistant Engineer (Civil)	Civil	UR-PWBD	01	S,ST,W,BN,MF,RW,SE,H,C	i) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims (OA, OL, LC, DW, AAV) ii) Low Vision (LV) iii) Deaf and Hard of hearing (D, HH) iv) Autism, intellectual disability, specific learning disability and mental illness (ASD, SLD & MI)
O&M Supervisor	Mechanical	UR-PWBD	01	ST,W,BN,JU,CRL,CL, PP,RW,SE,H,C	i) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims (OA, OL, LC, DW, AAV) ii) Autism, intellectual disability, specific learning disability and mental illness (ASD, SLD & MI)
Assistant Teacher	English	UR-PWBD	01	N/A	Autism, intellectual disability, specific learning disability, mental illness and multiple disabilities

Post	Discipline	PWBD category	Total Vacancy	Functional Requirements of Post	Suitable Category of Benchmark Disabilities
Operator/Technician	Fitter	UR-PWBD	05	ST,W,BN,JU,CRL,CL, PP,RW,SE,H,C	i) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims (OA, OL, LC, DW, AAV) ii) Autism, intellectual disability, specific learning disability and mental illness (ASD, SLD & MI)
		SC-PWBD	01	ST,W,BN,JU,CRL,CL, PP,RW,SE,H,C	iii) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims (OA, OL, LC, DW, AAV)
		<b>NOTE:-</b> In case of non-availability of qualified SC(PWBD) -with above specific benchmark disability candidate, the vacancy will be filled up by SC(PWBD) candidates with the specific benchmark disabilities as mentioned under Sl. No. (ii) above.			
	Electrician	UR-PWBD	03	ST,W,BN,JU,CRL,CL, PP,RW,SE,H,C	i) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims (OA, OL, LC, DW, AAV) ii) Autism, intellectual disability, specific learning disability and mental illness (ASD, SLD & MI)

**FUNCTIONAL REQUIREMENT ABBREVIATIONS TO BE USED :**

S= Sitting, ST=Standing, W=Walking, BN=Bending, L=Lifting, KC=Kneeling & Crouching, JU=Jumping, CRL=Crawling, CL=Climbing, PP=Pulling & Pushing, MF=Manipulation with Fingers, RW=Reading & Writing, SE=Seeing, H=Hearing, C=Communication.

**CATEGORY OF BENCHMARK DISABILITIES ABBREVIATIONS TO BE USED:**

B=Blind, LV=Low Vision, D=Deaf, HH=Hard of Hearing, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Leg, OAL= One Arm and One Leg, BLOA=Both Leg & One Arm, BLA=Both Legs Arms, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, MDy=Muscular Dystrophy, ASD=Autism Spectrum Disorder, ID=Intellectual Disability, SLD=Specific Learning Disability, MI=Mental Illness, MD=Multiple Disabilities.

**RECRUITMENT OF MERITORIOUS SPORTSPERSONS (MSP) AGAINST RESERVED VACANCIES 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 produce requisite certificate issued by the respective Competent Authorities as follows: -



Sl.No.	Area	Competent Authority
1.	International Competition	Secretary of the National Federation / National Association of the Sports Concerned.
2.	National Competition	Secretary of the State Association of the Sports concerned.
3.	Inter-University Tournament	Dean / Director of sports or any other officer in overall charge of Sports of the University concerned.
4.	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 any 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 Schools conducted by all India School Games Federation in any sports discipline mentioned above.

• **SPECIAL PROVISIONS FOR SC/ ST/OBC/PWBD (PERSONS WITH BENCHMARK DISABILITIES):**

Particulars and Certificates required:

(I) A candidate claiming to be S.C./S.T./O.B.C. must have a certificate in support of his/her claim from a competent authority of West Bengal as specified below [vide the west Bengal SCs and STs (Identification) Act, 1994 and SCs /STs Welfare Department order No. 261-TW/EC/MR-103/94 dated with B.C.W. Deptt. Order No. 6320-BCH/MR-84/10 dated 24.09.2010].

In the District, the Sub-Divisional Officer of the Sub-Division concerned, and In Kolkata, District Welfare Officer, Kolkata & ex-officio Jt. Director, Backward Classes Welfare Deptt., Govt. of West Bengal [No.2420-BCW/MR-61/2012 (Pt.) dated 12.07.13.

No claim for being a member of the SC, ST and OBC, or a Person with Disability shall be entertained after submission of the application

(II) The eligibility of a candidate for applying as Other Backward Classes (Category-A and Category-B), shall be guided by the following Notifications and any other subsequent Notifications if issued, by Backward Classes Welfare Department, Government of West Bengal, till the last date of submission of Online Application for this notification.

1. 917-BCW/MR-33/2025, dated 8th May, 2025
2. 1056-BCW/MR-33/2025(Pt. I), dated the 27th May, 2025
3. 1057-BCW/MR-38/2025, dated the 27th May, 2025
4. 1106-BCW/MR-33/2025, dated 3rd June, 2025
5. 1107-BCW/MR-38/2025, dated the 3rd June, 2025
6. 912/Secy/BCW, Dated 13.06.2025



**However, the operation of the above mentioned Notification will be subject to outcome of pending legal proceedings in the competent Court of Law and WBPDCCL shall abide by such order, if any, arising out of such legal proceedings.**

**(III)** Post(s) as indicated above include reservation for Exempted Category (EC) candidates as per extant norms. In case of non-availability of a suitable EC candidate belonging to UR, SC, ST or OBC (A)/ (B) for any of such reserved point, the said vacancy shall fill up by a non-Exempted Category Candidate belonging to UR, SC, ST or OBC (A)/ (B) as the case may be as per Notification No.: Labr/110-Emp/EC/1M-01/2025 Dtd:13.06.2025, Labour Department, GoWB.

**(IV)** In case of a person who have shifted from other state, has to be a resident of State of West Bengal to avail reservation under EWS category as per applicable norms of Government of West Bengal.

**(V)** 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) / EWS (Economically Weaker Section) 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.

**(VI)** Persons with Benchmark Disabilities must have a certificate from an appropriate Medical Board. Reservation for Persons with Benchmark Disabilities (PWBD) / Exempted Category (EC) / Economically Weaker Section (EWS) shall also be in accordance with prevailing rules of the Government of West Bengal. PWBD candidates having disability of 40% or more shall only be considered for reservation benefits.

- **SPECIAL PROVISIONS FOR EWS (ECONOMICALLY WEAKER SECTION):**

The benefit of reservation under EWS can be availed upon production of an income and asset certificate, issued by any of the following authorities in prescribed format as given in Annexure-C of office memorandum no.: 325-PAR (AR)/3P-1/2019 dated 09/07/2019 of Personnel & Administrative Reforms Department, Administrative Reforms Cell.

1. District Magistrate /Addl. District Magistrate.
2. Sub Divisional Officer.
3. DWO, Kolkata for Kolkata Municipal Corporation Area.

The income certificate and asset certificate, so produced, to avail the benefit of reservation under EWS may subsequently be verified through proper channels and if the verification reveals that, the claim to belong to EWS is fake/false, the application will be rejected without assigning any further reason and without prejudice to such further action as may be taken under the provisions of Bharatiya Nyaya Sanhita (BNS) for production of fake /false certificate. No Claim for being Economically Weaker Section (EWS), shall be entertained after submission of the application, if not already indicated at the time of online application.

All the other terms & conditions for reservation for EWS will be guided in pursuance of Memo No. -325-PAR(AR)/3P-1/2019 dated 09/07/2019 of Personnel & Administrative Reforms Department, Govt. of West Bengal, read with notification No. 18-Emp(EC)/LABR-27011(20)/1/2020-EC Date- 07/02/2023 of Labour Department, (Exempted Category Cell).

## E. APPLICATION FEES & MODE OF PAYMENT:

UR/EWS and OBC candidates are required to apply paying non-refundable Application Fees of Rs. 1000/- (Rs. One Thousand only). SC / ST / EC / PWBD / eligible WBPDC Contractor workers & WBPDC Departmental candidates are exempted from payment of Application Fees. All applicable commission levied by the banker is to be remitted by the candidate separately.

1. The GST / Bank Transaction charges for Online Payment of application fees/ intimation charges will have to be borne by the candidate. It may kindly be noted that WBPDC does not seek payment of any kind other than the mentioned application fee.
  2. The application form is integrated with the payment gateway and the payment process can be completed by following the instructions.
  3. The payment can be made through **online mode only**.
  4. After submitting your payment information in the online application form, please wait for the intimation from the server. Do not press back or refresh button in order to avoid double charge.
  5. On successful completion of the transaction, the confirmation of payment will be reflected in the online application form.
  6. To ensure the security of your data, please close the browser window once your transaction is completed.
- Candidates can access the online application form in the 'Career Section' at [www.wbpdc.co.in](http://www.wbpdc.co.in). Online submissions will remain open from **22.09.2025 (18:00 hrs) to 13.10.2025 (23:59 hrs)**.
  - **Candidature of any applicant so registering oneself at the WBPDC recruitment portal but subsequently failing to deposit application fee within 13.10.2025 (23:59 hrs) shall be summarily rejected.** 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:

'Test of Vernacular (Bengali/ Nepali) comprising of 10 marks' wherein 04 marks has been allotted as a sectional cut-off under the 'Section/ Part-wise Qualifying Marks'. Language Test in Bengali/Nepali is compulsory for all the posts in the Computer Based Test (CBT). The candidates must have passed the Language Test (Bengali/Nepali).

### (I) FOR THE POST OF: Assistant Manager (PS), Assistant Manager (Civil), Assistant Manager (HR&A), Assistant Manager (IT) and Safety Officer:

- For the abovementioned notified posts selection shall be made through computer based test (CBT) and personal Interview. Candidates appearing for the computer based test (CBT) shall be shortlisted (category-wise) for Personal Interview (in 1:3 ratio of advertised vacancies) will comprise the following:
- Final Merit List of eligible candidates will be prepared based on the combined performance in Computer Based Test (CBT) and Personal Interview.

Weightage assigned to various parameters as per the following:

Sl. No.	Parameters	Full Marks	Weightage
01.	Computer Based Test (CBT)	100	70%
02.	Personal Interview	100	30%
<b>Total</b>		200	100%

**Note:** In case of more than 1(one) candidate scoring equal percentage of marks after final averaging, the candidate who scores higher percentage of marks in the Computer Based Test (CBT) shall be placed higher in the merit panel and if the marks of Computer Based Test (CBT) are same, the candidate who scores higher percentage of marks in Personal Interview (PI) shall be placed higher in the merit panel and even if the percentage of marks of Personal Interview (PI) are same, the date of birth of the candidate in chronological order (i.e. seniority wise) shall be considered for placing a candidate higher in the merit panel.

- The Personal Interview will be held in **Kolkata**.
- Final selection will be made on the basis of fulfillment of prescribed eligibility criteria, combined performance in the CBT and marks of Personal Interview, fitness in pre-employment medical checkup, available vacancies and existing reservation rules of Govt. of West Bengal.

## (II) FOR THE POST OF: O&M Supervisor, SAE (Civil), Chemist, Draughtsman, Operator/Technician and Librarian:

- Candidates qualified in the computer-based test (CBT) shall be shortlisted (category-wise) for Personal Interview (in 1:3 ratio of advertised vacancies).
- Final Merit List of eligible candidates will be prepared based on the combined performance in Computer Based Test (CBT) and Personal Interview.

Weightage assigned to various parameters as per the following:

Sl. No.	Parameters	Full Marks	Weightage
01.	Computer Based Test (CBT)	100	70%
02.	Personal Interview	100	30%
<b>Total</b>		200	100%

**Note:** In case of more than 1(one) candidate scoring equal percentage of marks after final averaging, the candidate who scores higher percentage of marks in the Computer Based Test (CBT) shall be placed higher in the merit panel and if the marks of Computer Based Test (CBT) are same, the candidate who scores higher percentage of marks in Personal Interview (PI) shall be placed higher in the merit panel and even if the percentage of marks of Personal Interview (PI) are same, the date of birth of the candidate in chronological order (i.e. seniority wise) shall be considered for placing a candidate higher in the merit panel.

- The Personal Interview will be held in **Kolkata**.

- Final selection will be made on the basis of fulfillment of prescribed eligibility criteria, combined performance in the CBT and marks of Personal Interview, fitness in pre-employment medical checkup, available vacancies and existing reservation rules of Govt. of West Bengal.

### (III) FOR THE POST OF: Office Executive:

- For the position of '**Office Executive**' selection shall be made through computer-based test (CBT), Computer Proficiency Test and Personal Interview. Candidates appearing for the computer-based test (CBT) shall be shortlisted (category-wise) on the basis of marks scored for Computer Proficiency Test. Finally, all the successfully candidate of Computer Proficiency Test shall be called for Personal Interview (in 1:3 ratio of advertised vacancies).
- Final Merit List of eligible candidates will be prepared based on the combined performance in Computer Based Test (CBT) and Personal Interview.

Weightage assigned to various parameters as per the following:

Sl. No.	Parameters	Full Marks	Weightage
01.	Computer Based Test (CBT)	100	60%
02.	Computer Proficiency Test (CPT)	100	30%
03.	Personal Interview	100	10%
<b>Total</b>		<b>300</b>	<b>100%</b>

**Note:** In case of more than 1(one) candidate scoring equal percentage of marks after final averaging, the candidate who scores higher percentage of marks in the Computer Based Test (CBT) shall be placed higher in the merit panel and if the marks of Computer Based Test (CBT) are same, the candidate who scores higher percentage of marks in Personal Interview (PI) shall be placed higher in the merit panel and even if the percentage of marks of Personal Interview (PI) are same, the date of birth of the candidate in chronological order (i.e. seniority wise) shall be considered for placing a candidate higher in the merit panel.

- The Personal Interview will be held in **Kolkata**.
- Final selection will be made on the basis of fulfillment of prescribed eligibility criteria, combined performance in the CBT, Computer Proficiency Test and marks of Personal Interview, fitness in pre-employment medical checkup, available vacancies and existing reservation rules of Govt. of West Bengal.

### (IV) FOR THE POST OF: Assistant Teacher

- For the position of 'Assistant Teacher' selection shall be made through computer based test (CBT), Class Demonstration Test and Personal Interview. Candidates appearing for the computer based test (CBT) shall be shortlisted (category-wise) for Class Demonstration Test. Finally, all the successfully qualified candidate of Class Demonstration Test shall be call for Personal Interview (in 1:3 ratio of notified vacancies).
- Final Merit List of eligible candidates will be prepared based on the combined performance in Computer Based Test (CBT) and Personal Interview.

Weightage assigned to various parameters as per the following:

Sl. No.	Parameters	Full Marks	Weightage
01.	Computer Based Test (CBT)	100	60%
02.	Class Demonstration Test (CDT)	100	20%
03.	Personal Interview	100	20%
<b>Total</b>		<b>300</b>	<b>100%</b>

**Note:** In case of more than 1(one) candidate scoring equal percentage of marks after final averaging, the candidate who scores higher percentage of marks in the Computer Based Test (CBT) shall be placed higher in the merit panel and if the marks of Computer Based Test (CBT) are same, the candidate who scores higher percentage of marks in Personal Interview (PI) shall be placed higher in the merit panel and even if the percentage of marks of Personal Interview (PI) are same, the date of birth of the candidate in chronological order (i.e. seniority wise) shall be considered for placing a candidate higher in the merit panel.

- The Personal Interview will be held in **Kolkata**.
- Final selection will be made on the basis of fulfillment of prescribed eligibility criteria, combined performance in the CBT, Class Demonstration Test and marks of Personal Interview, fitness in pre-employment medical checkup, available vacancies and existing reservation rules of Govt. of West Bengal.

## G. CBT STRUCTURE:

Component	Marks (Total marks: 100)	No. Of questions (Total Qns: 100)	Duration	Remarks
General Aptitude (English, Quantitative Aptitude, Logical Reasoning & Data Interpretation)	20	20	120 mins.	No negative marking
Technical / Professional Knowledge (Relevant to qualifying degree/educational background)	70	70		
Bengali/Nepali (Language Proficiency)	10	10		

### Note:

- A **normalization methodology** for normalization of scores/marks shall be followed by WBPDCCL for normalizing the raw scores of the candidates in the examinations conducted in multiple shifts.
- The minimum qualifying marks in each segment as stated above is 50% for UR category and 40% for SC, ST, OBC-A, OBC-B, EC, ExSM, PWBD, MSP, Departmental candidates and eligible contractors' workers.
- The candidates have to secure minimum qualifying marks as prescribed above for each segment/stage of tests for consideration of their enlistment in the merit panel.

## H. HOW TO APPLY:

### a) Application Registration Process:

1. Candidates can access the online application form in the 'Career Section' at [www.wbpdcl.co.in](http://www.wbpdcl.co.in). Online submissions will remain open from **22.09.2025 (18:00 hrs) to 13.10.2025 (23:59 hrs)**.
2. Important points to be noted before registration:
  - i. Before applying, candidates should scan their photograph (3.5cm × 4.5cm) and signature (in black ink).
  - ii. Signature in capital letters will not be accepted.
  - iii. Candidates should keep their necessary details/ documents ready to fill up the application form and make online payment of the requisite application fee.
  - iv. Candidates should have a valid personal email ID and mobile no., which should be kept active till the completion of this recruitment process. All necessary communication will be sent to the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID or mobile no., he/ she should create his/ her new e-mail ID and mobile no. before applying online and must maintain that email account and mobile number.
3. Application registration process:
  - i. Candidates to visit the following link [www.wbpdcl.co.in/careers](http://www.wbpdcl.co.in/careers) then click on 'Apply Online'.
  - ii. To register, candidate must enter necessary details. Upon successful completion of the registration process, a Registration Number will be generated by the system and displayed on the screen. An Email & SMS indicating the Registration Number and Password will be sent to the registered email id and mobile number. The candidate should note down the Registration Number and Password for future reference.
  - iii. In case the candidate is unable to complete the application form in one go, he / she can save the data already entered by choosing "SAVE AND NEXT" tab. Prior to submission of the online application candidates are advised to use the "SAVE AND NEXT" facility to verify the details in the online application form and modify the same if required. Visually Impaired candidates should fill the application form carefully and verify/ get the details verified to ensure that the same are correct prior to final submission.
  - iv. Candidates are advised to carefully fill and verify the details filled in the online application themselves as no change will be possible/ entertained after clicking the 'Submit' button.
  - v. The Name of the candidate should be spelt correctly in the application as it appears in the Matriculate (Class-X) Certificate issued by the regulatory Board. Any change/alteration found may disqualify the candidature. In case of candidates who have changed their name, the necessary document like Gazette notification / marriage certificate (for married female candidates) have to be produced at the exam venue.
  - vi. The name of Father, Mother, and Spouse should be spelt correctly in the application as it appears in the Certificates/ Mark sheets/ Identity proof. Any change/alteration found may disqualify the candidature.
  - vii. Candidates can proceed to upload photo, signature & documents as per the specifications given in the Guidelines for scanning and upload of photograph, signature & documents detailed under point "B" below.
  - viii. Click on the "Preview Tab" to preview and verify the entire application form before final submission.
  - ix. Click on 'Payment' Tab and proceed for payment.
  - x. Click on 'Submit' button for Final Submission.

**b) Document Scan and Upload:**

1. Before applying online a candidate will be required to have a scanned (digital) image of his/her photograph, signature and other required documents as per the specifications given below.

**i. Photograph (3.5cm × 4.5cm):**

- Photograph must be a recent passport style colour picture.
- Make sure that the picture is in colour, taken against white background.
- Look straight at the camera with a relaxed face.
- If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows.
- If you have to use flash, ensure there's no "red-eye".
- If you wear glasses make sure that there are no reflections and your eyes can be clearly seen.
- Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
- Size of file should be between 50kb–80kb.
- File type: jpg / jpeg.

**ii. Signature:**

- The applicant has to sign on a white paper with Black ink pen.
- Size of file should be between 50kb–80kb.
- File type: jpg / jpeg.

**iii. Scanning the documents:**

- Size of file should be between 100kb–300 kb.
- File type: pdf / jpg / jpeg.

**iv. Procedure for uploading documents:**

- Candidates will be required to click on the respective buttons to Upload Photograph/ Upload Signature/ Upload Documents.
- Browse and select the location where the scanned photograph/ signature/ documents have been saved. Select the file by clicking on it. Click the 'Open/ Upload' button.
- If the file size and format are not as prescribed, an error message will be displayed.
- Preview of the uploaded image will help to see the quality of the image. In case of unclear/ smudged preview, the same may be re-uploaded to the expected clarity /quality.

**Your Online Application Form will not be submitted unless you upload your Photograph, signature, documents as specified.**

**Note:**

- In case the face in the photograph or signature is unclear / smudged the candidate's application may be rejected.
- After uploading the photograph / signature / documents in the online application form candidates should check that the images are clear and have been uploaded correctly. In case the photograph or signature or documents is not prominently visible, the candidate may edit his/ her application and re-upload his/ her photograph or signature or documents, **prior to submitting the form.**



- Candidate should also ensure that, photo is uploaded at the place of photo and signature at the place of signature. If photo in place of photo and signature in place of signature is not uploaded properly, candidate will not be allowed to appear for the examination. Candidate him/herself will be responsible for the same.
- Candidate must ensure that photograph to be uploaded is of required size and the face should be clearly visible.
- Candidates should ensure that the signature uploaded is clearly visible.

### c) Download of Call Letter/ Admit Card:

Exact details of CBT examination shall be made available through Call letter/ Admit card which shall be issued around 7 days prior to the scheduled date of CBT.

Intimation for downloading call letter/ admit card will be sent through email/ SMS. The candidate is required to use his/her Registration Number for downloading the admit card. Candidate needs to affix recent recognizable photograph on the Admit Card/ Call letter, preferably the same as provided during registration, and appear at the examination centre with (i) Call Letter (ii) Photo Identity proof, as stipulated in point 'E' below and also specified in the Admit Card/ Call letter alongwith photocopy of the same Photo Identity Proof as brought in original.

### d) Candidates Reporting Late:

Candidates reporting to the venue after the reporting time specified on the Admit Card/ Call letter for CBT examination will not be permitted to take the examination. The reporting time mentioned on the call letter is prior to the Start time of the test. Though the duration of the examination is 2 hours, candidates may be required to be at the venue for about 4 hours including the time required for completion of various formalities prior to start of CBT examination such as verification and collection of various requisite documents, logging in, giving of instructions, etc.

### e) Identity Verification

In the examination hall at the time of CBT as well as at the time of CPT/CDT/PI, the admit card/call letter along with original and a photocopy of the candidate's currently valid photo identity (bearing exactly the same name as it appears on the call letter) such as PAN Card/ Passport/ Permanent Driving License/ Voter's Card/ Aadhaar card/ E-Aadhaar Card with a photograph should be provided to the invigilator for verification. The candidate's identity will be verified with respect to his/her details on the call letter and the Attendance List. If identity of the candidate is not established, the candidate may not be allowed to appear for the Examination (CBT).

### Note:

Candidates have to produce (in original) the photo identity proof and submit photocopy of the photo identity proof along with Examination CBT call letter as well as the CPT/CDT/PI Call Letter while attending the examination/CPT/CDT/PI respectively, without which they will not be allowed to take up the examination/CPT/CDT. Candidates must note that the name as appearing on the call letter (provided during the process of registration) should exactly match the name as appearing on the photo identity proof. Female candidates who have changed first/last/middle name post marriage must take special note of this. If there is any mismatch between the names indicated in the Call Letter and Photo Identity Proof the candidate will not be allowed to appear for the examination. In case of candidates who have changed their name, will be allowed only if they produce original Gazette notification / their original marriage certificate (for married female candidates) in original.

## f) Centre Clauses:

- i. The Computer Based Test (CBT)/ examination will be conducted in venues given in the respective call letter/ admit card.
- ii. List of tentative cities for conduct of CBT is as under:

Sl. No.	Name of the City	Sl. No.	Name of the City
1.	Asansol	9.	Kolkata
2.	Baharampur	10.	Paschim Medinipur – Salbani
3.	Bankura	11.	Paschim Medinipur - Chandrakona
4.	Burdwan	12.	Purba Medinipur – Kolaghat
5.	Durgapur	13.	Purba Medinipur - Mahishadal
6.	Hooghly	14.	Siliguri
7.	Howrah	15.	Suri
8.	Kalyani		

- iii. The West Bengal Power Development Corporation Limited, however, reserves the right to cancel any or alter the Examination Cities/ Centres and/ or add some other Cities/ Centres, at its discretion, depending upon the response, administrative feasibility, etc.
- iv. Candidates need to indicate their choice of the examination cities in the order of preference of the specified/ indicated city for CBT examination. Candidates will have to opt for three Test Cities in order of preference from the list and the same cannot be changed after the online form is submitted.
- v. WBPDCCL will endeavor to accommodate the candidates in the city opted by them for appearing for CBT in the order of preference. However, the right to cancel any city/ Centre and re-allocation of the City/Centre (on the basis of number of applicants for each city/center) is reserved with the WBPDCCL.
- vi. Exact venue details will be communicated through the Admit Card/ call letter. Admit Card shall not be sent by Post. Candidates are advised to regularly visit the website [www.wbpdcl.co.in](http://www.wbpdcl.co.in), from time to time for updates on examination process and for download of Admit Cards for each stage of examination.
- vii. The candidates have to download their admit cards using their registration number and the password from website [www.wbpdcl.co.in](http://www.wbpdcl.co.in). The candidates are required to take a print-out of their admit cards. Candidates will not be allowed to enter the examination hall without valid admit card.
- viii. No request for change of city/ centre/ venue/ date/ session for Examination shall be entertained.
- ix. Candidate will appear for the examination at an Examination Centre at his/her own risks and expenses and West Bengal Power Development Corporation Limited will not be responsible for any injury or losses etc. of any nature.

## g) Guidelines for Persons with Benchmark Disabilities Using a Scribe:

- i. Persons with Benchmark Disabilities in the category of **blindness** and **cerebral palsy**, if so desired by the candidate, can use the scribe during the online examination, subject to limits as in (ii) and (iii) below. In all such cases where a scribe is used, the following rules will apply:
  - The candidate shall have to arrange his/her own scribe.
  - The candidates eligible for and who wish to use the services of a scribe in the examination should invariably carefully indicate the same in the online application form. Any subsequent request may not be entertained.
  - The West Bengal Power Development Corporation Limited shall accept the facility of using scribe with the following conditions :

- (a) A person acting as a scribe for one candidate cannot be allotted as a scribe for another candidate.
  - (b) The qualification of the Scribe should be one step below of the required qualification of the post is candidate applying for.
  - (c) Scribe should not answer on his/her own.
  - In case it later transpires that the candidate did not fulfill any laid down eligibility criteria or suppressed material facts the candidature of the applicant will stand cancelled, irrespective of the result of the online examination.
  - Those candidates who use a scribe shall be eligible for compensatory time of 20 minutes for every hour of the examination or as otherwise advised.
  - The PWBD candidates who have availed themselves of the facility of scribes must produce relevant documents for ascertaining the eligibility of scribe at the time of CBT. Failure to produce such supporting documents will lead to cancellation of their candidature for the examination.
- ii. Guidelines for candidates with 'Cerebral Palsy':
- A compensatory time of 20 (twenty) minutes per hour shall be permitted for the candidates with benchmark disability - cerebral palsy, where dominant (writing) extremity is affected to the extent of slowing the performance of function (minimum of 40% impairment) and have opted for scribe.
- iii. Guidelines for 'Visually Impaired' candidates:
- A compensatory time of 20 (twenty) minutes per hour shall be permitted for the candidates with benchmark disability – blindness and have opted for scribe.
  - The candidates with benchmark disability – low vision, (who suffer from not less than 40% of disability) may opt to view the contents of the test in magnified font.

These guidelines are subject to change in terms of GoWB guidelines/ clarifications, if any, from time to time.

**h) Action against Candidates found Guilty Of Misconduct/ Use of Unfair Means:**

- i. Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered with or fabricated and should not suppress any material information while submitting online application.
- ii. At the time of examination, CPT, CDT or in a subsequent selection procedure, if a candidate is (or has been) found guilty of –
  - using unfair means; or
  - impersonating or procuring impersonation by any person; or
  - misbehaving in the examination / CDT/ CPT hall or disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of contents of the test(s) or any information therein in whole or part thereof in any form or by any means, verbal or written, electronically or mechanically for any purpose; or
  - resorting to any irregular or improper means in connection with his/ her candidature; or
  - obtaining support for his/ her candidature by unfair means; or
  - carrying mobile phones or similar electronic devices of communication in the examination/ CDT/ CPT hall.

- iii. Such a candidate indulging in any such activity, in addition to rendering himself/ herself liable to criminal prosecution, may be liable:
  - to be disqualified from the examination for which he/ she is a candidate.
  - to be debarred either permanently or for a specified period from any examination conducted by the WBPDC.
  - for termination of service, if he/ she has already joined the WBPDC.
- iv. Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection process will lead of disqualification of the candidate from the selection process and he/she will not be allowed to appear in any recruitment process conducted by the WBPDC in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective effect.

## I. GENERAL INSTRUCTIONS:

1. Before applying the candidate should ensure that he/she fulfills the eligibility criteria and other norms mentioned in the notification.
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 follow the WBPDC website for updates.
3. Candidates should retain a copy of their Application Slip for future reference.
4. SC / ST / OBC / PWBD / EC / for the purpose of this notification means applicants belonging to 'Scheduled Caste' / 'Scheduled Tribe' / 'Other Backward Classes' / 'Person with Benchmark Disability' / 'Exempted Category' candidates respectively.
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. WBPDC Departmental candidates / 'Contractor workers' related to WBPDC are also required to APPLY ONLINE and submit application through proper channel as per procedure mentioned at Cl. 7 below. All such applicants shall be required to get in touch with the respective HR&A Department of WBPDC for confirmation of last day of submission of application.
7. Candidates applying as 'Contractor worker' related to the WBPDC shall in addition to applying online submit a Certificate as per **Annexure -III**, along with copy of the system generated Application Slip duly certified by the concerned Contractor to the related site HR&A department of WBPDC.
8. **Candidates whose names have been sponsored as 'Exempted Category' candidates by the Directorate of Employment Exchange against notification furnished by WBPDC 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 candidate prior to applying.
9. Having successfully registered oneself at the [www.wbpdcl.co.in](http://www.wbpdcl.co.in) website, does not entitle one to be eligible to appear for the computer based test and/or other subsequent test(s). Candidates need to download the ADMIT

CARD which shall only entitle one to appear for the computer based test (CBT). Mere submission of application shall not give right to any candidate to be called for computer based test (CBT) / intermediate test / personal interview. WBPDC 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 computer based test does not entitle eligibility for other subsequent test(s) / Personal Interview.

10. 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 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 WBPDC will NOT be responsible for any consequence arising out of furnishing such wrong / false information by the candidate.
11. Request for change of mailing address / examination center / category / discipline / qualification once declared in the online application form will not be entertained. The WBPDC reserves the right to cancel / add any examination center or alter the date of examination, if situation so warrants.
12. 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.
13. 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 time of Personal Interview shall be held disqualified.
14. No TA or other expenses will be made admissible to the candidates appearing for the computer based test / intermediate test / personal interview etc.
15. 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.
16. The WBPDC reserves the right to withdraw / cancel the notification / recruitment process if circumstances so warrant without assigning any reason thereof.
17. In case of any dispute, legal jurisdiction shall be that of the Hon'ble High Court, Calcutta.
18. Queries, if any, related to Online Application can be raised through the WBPDC Helpdesk/ Helpline number: **+91- 7996157222**
19. Any other issues, if any, may be conveyed at the e-mail id: **[wbpdclrecruitment@wbpdcl.co.in](mailto:wbpdcrecruitment@wbpdcl.co.in)**

Recruitment Cell  
WBPDC

**Annexure-I**

**Certificate regarding Physical Limitation of an examinee to respond in CBT**

This is to certify that, I have examined Mr./Ms./Mrs. \_\_\_\_\_ (name of the candidate with disability), a person with \_\_\_\_\_ (nature and percentage of disability as mentioned in the certificate of disability), S/o/D/o \_\_\_\_\_, a resident of \_\_\_\_\_ (Village/District/State) and to state that he/she has physical limitation which hampers his/her writing capabilities owing to his/her disability.

Signature

Chief Medical Officer/Civil Surgeon/Medical Superintendent of a  
Government Health Care Institution

Name & Designation

Nature of Government Hospital/Health Care Centre with Seal

Place:

Date:

Note:

Certificate should be given by a specialist of the relevant stream /disability

(eg. Visual impairment – Ophthalmologist, Locomotor disability – Orthopedic specialist/PMR)

**Annexure-II**

**Letter of Undertaking for Using Own Scribe**

I \_\_\_\_\_, a candidate with \_\_\_\_\_ (name of the disability) appearing CBT for the post of \_\_\_\_\_ (name of the post) bearing Application No. \_\_\_\_\_

My qualification is \_\_\_\_\_

I do hereby state that \_\_\_\_\_ (name of the scribe) will provide the service of scribe/reader/lab assistant for the undersigned for taking the aforesaid examination.

I do hereby undertake that his qualification is \_\_\_\_\_. In case, subsequently it is found that his qualification is not as declared by the undersigned and is beyond my qualification, I shall forfeit my right to the post and claims relating thereto.

The recent photograph and full signature of \_\_\_\_\_ (name of Scribe) \_\_\_\_\_ are certified hereunder.

Passport size colour  
Photograph of Scribe

Full signature of Scribe

(Signature of the candidate with Benchmark Disability)

Place:

Date:



**Annexure-III**

**(Certificates to be issued by the authorized person of the Contractor/ MDO in their official letter head)**

This is to certify that Sri/ Smt. \_\_\_\_\_ (S/o/ D/o) \_\_\_\_\_  
\_\_\_\_\_ worked from \_\_\_\_\_ to \_\_\_\_\_ / has been working at  
\_\_\_\_\_ (name of the organization) since \_\_\_\_\_, is / was deployed at Coal  
Mines/Project site/Plant 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/she performed/ has been performing the duties of  
\_\_\_\_\_ (nature of duties to be specified) at  
\_\_\_\_\_ (location name).

His/Her employment has ceased with effect from \_\_\_\_\_ **(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 Agency** : \_\_\_\_\_