

Annexure – I

The details of notification is appended below:

Applications are invited from retired employees of the Organizations who are engaged in Power Utility Services, for making a panel of different posts in New Town Electric Supply Company Limited as mentioned below:

Sl. No.	Name of the Post
1.	Dy. Manager (Engineering)
2.	Station Manager
3.	Jr. Manager (Accounts)
4.	Office Assistant (Store)
5.	Stenographer
6.	Assistant Cash Officer
7.	Chargeman

Applications, complete in all respect, accompanied by attested copies of certificates and testimonials, proof of age should reach the office of NTESCL, addressed to the Managing Director, Administrative Office, Finance Centre, 2nd floor, CBD, Plot No. 1, Action Area – II, New Town, Rajarhat, Kolkata – 700 156 by 29.05.2017.

For further details as to qualifications and experiences required for the aforesaid posts, please visit website: www.wbsedcl.in and www.ntescl.nic.in

Annexure – II

Applications, complete in all respect, accompanied by attested copies of certificates and testimonials, proof of age should reach the office of NTESCL, addressed to the Managing Director, Administrative Office, Finance Centre, 2nd floor, CBD, Plot No. 1, Action Area – II, New Town, Rajarhat, Kolkata – 700 156

For further details as to qualifications and experiences required for the aforesaid posts, please visit website: www.wbsedcl.in and www.ntescl.nic.in

Sl. No.	Name of the Post	Educational Qualification	Pay (Rs.) (Consolidated)
1.	Dy. Manager (Engineering)	Should be graduate in Electrical Engineering/ Diploma in Electrical Engineering	Rs. 30,100/-
2.	Station Manager	Should be graduate in Electrical Engineering/ Diploma in Electrical Engineering	Rs. 27,650/-
3.	Jr. Manager (Accounts)	Should be graduate in Commerce	Rs. 23,470/-
4.	Office Assistant (Store)	Should be graduate	Rs. 23,470/-
5.	Stenographer	Should be graduate	Rs. 23,470/-
6.	Assistant Cash Officer	Should be graduate in Commerce	Rs. 23,470/-
7.	Chargeman	School Final/ H.S.	Rs. 21,744/-

Experience:

Regarding post under Sl. No. 1, the personnel should be holding position at the level of Divisional Engineer or equivalent post at the time of Superannuation and should have adequate experience towards Construction of Electrical Distribution Network with exposure towards cable laying work, operation, installation of Electrical equipments of HV/ MV used in Electric Supply Distribution Company along with testing experience.

Regarding post under Sl. No. 2, the personnel should be holding position at least the level of Divisional Engineer or equivalent at the time of superannuation and should have adequate experience towards the entire activities of Customer Care Centre/ Electric Supply Station and exposure towards cable laying work, electrical equipment installation in Distribution Network with knowledge of SAP and other languages.

Regarding post under Sl. No. 3, the personnel should have working experience in Finance Department at the level of Jr Manager (Accounts) at the time of superannuation. The personnel should have competence in finalization of Accounts, Knowledge of taxation and other related Accounts job with working knowledge of Computer. Experience and knowledge of contracts relating to turnkey projects and other contract along with payments thereon is also an essential feature.

Regarding post under Sl. No. 4, the personnel should have wide experience in Store related works having knowledge on Computerized Store Management System.

Regarding Sl. No. 5, the personnel should be holding at the level of PS/PA at the time of superannuation with experience in all office related works, stenography and computer literature.

Regarding post under Sl. No. 6, the personnel should be holding position at the level of Assistant Cash Officer or equivalent post in cash deptt. of Supply Station/Customer Care Centre at the time of superannuation. The personnel should have competence in handling / supervision of Cash Collection/ deposition in the Bank & all other Accounts job related to Electric Supply Station/ Customer Care Centre of Power utility services.

Regarding post under Sl. No. 7, the personnel should be holding position at the level of Chargeman (Line & Sub-stn.) or equivalent post at the time of superannuation, and should have experience of Cable jointing/ Termination and other cable related work possessing Supervisory Certificate of competency in part I, II, III, IV, V, VI A, VI B, VII B, VII C & XI. Experience on other areas of Electrical Distribution Sub-Station and lines will be added advantage to the incumbent.

Age: Age of the applicant should be above 60 (Sixty) years and not exceeding 62 (Sixty-two) years as on 01.03.2017.

Tenure: The Contract period is 1 (One) year subject to renewal on satisfactory performance. The Service may be terminated with one month's notice from either side.
