

RECRUITMENT FOR THE POST OF MEDICAL OFFICER UNDER WBSSEDCL

COMMENCEMENT OF OFFLINE APPLICATION PROCESS:

December 07TH, 2017.

CLOSURE OF OFFLINE APPLICATION PROCESS:

December 28TH, 2017.



CONSUMER STRENGTH: **1.77 CRORE+**
DISTRIBUTION NETWORK: **87,000 Sq. KM+**
ANNUAL TURNOVER: **18,000 CRORES+**
EMPLOYEE STRENGTH: **15000+**

Notification No.
MPP/2017/10

Distribution Network:

Zonal Offices- 05
Regional Offices- 19
Divisional Offices- 71
Customer Care Centres-509

Hydro Generation Projects:

Teesta Canal Fall Hydel
Project Ramam Hydel Project
Jaldhaka Hydel Project
Purulia Pumped Storage
Project

West Bengal State
Electricity Distribution
Company Limited

Vidyut Bhavan,
Block-DJ, Sector-II,
Bidhannagar,
Kolkata-91

Website:
www.wbsedcl.in
CIN:

U40109WB2007SGC113473

COMPANY PROFILE

West Bengal State Electricity Distribution Company Limited (WBSEDCL) is proud to bring smiles to millions of people across West Bengal with a slew of measures towards providing Quality Power and Customer Service, with an annual turnover of more than **₹ 18,000 crores**.

Power Distribution: WBSEDCL serves more than **1.77 crores** customers spread over **87,000 sq.km.** with more being added every day – from hills to seashore, particularly in remote and rural areas.

Customer Services: Online connection, Central Data Centre, Zonal Call Centres, E-payment through Debit/Credit Card & other services, pre-paid and remote metering, automated kiosks, grievance redressal, single-window services and prompt restoration of power through IVRS system during breakdowns.

Energy Management: WBSEDCL is the nodal agency for the Bureau of Energy Efficiency (BEE) to promote energy effectiveness in West Bengal.

Employee Motivation: Excellent work culture, professional management, workers' participation and welfare measure make WBSEDCL one of the best places to work.

Awards & Accolades:

2011	➤ Power India Excellence Certificate from India-Tech Foundation. ➤ Award of Excellence -2nd Best Power Utility (ICC-5th India Energy Summit - 2011)
2012	➤ Power India Excellence Certificate for 'Customer Satisfaction & Quality Service' from India-Tech Foundation. ➤ Award of Excellence - 3rd Best Power Utility (ICC 6th India Energy Summit - 2012) ➤ Skoch Digital Inclusion Award, 2012 for 'Reforms & R-ADDRP'.
2013	➤ 2nd Best Award for 'Customer Service & Sound Financial Base' by Rating of Ministry of Power, Govt. of India. ➤ Award of Excellence – 3rd Best Power Utility (ICC 7th India Energy Summit - 2013)
2014	➤ 'Best Innovation' winner [IPPAI Power Awards-2014] ➤ Award of Excellence - 3rd Best Power Utility (ICC 8th India Energy Summit - 2014)
2015	➤ 'REPA State Awards 2015' for Best State of India in Rural & Remote Area Electricity Access. ➤ 'Best Hydro Power Generation' [IPPAI Power Awards -2015] ➤ Award of Excellence - 3rd Best Power Utility (ICC 9th India Energy Summit - 2015)
2016	➤ SAP ACE Awards [SAP INDIA] for "Successful Implementation of ERP". ➤ IPPAI Power Award for winner of Outstanding Innovation for "Customer Service & Power Purchase Cost". ➤ Award of Excellence - 3rd Best Power Utility (ICC 10th India Energy Summit - 2016)

Visit us at www.wbsedcl.in for more information.

DISCLAIMER :

Candidates are advised to go through full particulars of the Advertisement and make sure that he / she satisfies all the requirement as per the advertisement before applying. In case, it is detected at any stage of recruitment / selection (i.e., during written test, interview/verification of documents etc.) that a candidate does not fulfill the prescribed eligibility norms and / or that he / she has furnished any incorrect / false / wrong information or has suppressed any material fact(s), his / her candidature will automatically stand cancelled. If any of the above shortcoming(s) is / are detected even after appointment, his/her services are liable to be terminated without any notice.

NOTIFICATION DETAILS :

West Bengal State Electricity Distribution Company Limited (WBSEDCL) invites application from Indian Nationals to fill-up the following vacant post:-

DETAILS OF POST AND MINIMUM ESSENTIAL QUALIFICATION

1. Name of the Post :	Medical Officer		
2. No. of Vacancy :	02		
3. Category-wise Break-Up :	UR: 01 OBC-B: 01		
4. Qualification :	MBBS degree from recognized University approved by MCI/any State Medical Council of India with valid Registration No. for Medical Practice issued competent authority of India.		
5. Remuneration :	Pay Band ₹ 15,600 - ₹ 39,100 & Grade Pay ₹ 5400		
6. Age Limit :	As on 01.01.2017 , the age limit for the Post of Medical Officer must be:		
	SI NO.	CATEGORY	AGE LIMIT (YEARS)
	1	Unreserved	36 Years
	2	OBC of West Bengal (OBC-A/OBC-B)	39 Years
	3	SC/ST of West Bengal	41 Years
	4	Physically Challenged (More than 40% Disability)	45 Years
	Candidates in the category of SC, ST and OBC from States other than West Bengal will be treated as Unreserved candidates and will not be extended any relaxation in terms of age.		

NB: The number of posts may vary.

Note:

- ❖ Selected candidate(s) shall be posted across various establishments of WBSEDCL in the State of West Bengal.
- ❖ Candidates applying from categories other than **OBC-B** i.e. **ST/SC/OBC-A/PWD (OA & OL)** will be treated as **Unreserved** candidate. Such candidates will only be entitled to age relaxation under this notification and no other reservation benefits will be extended to them.

OTHER FACILITIES :

In addition to Basic Pay and Grade Pay, the posts also carry DA, HRA, Medical Allowance, Electricity Allowance, Hill Compensatory Allowance, Project Allowance (depending on the place of posting), LTC / HTC, CPF, Gratuity, benefits for indoor treatment in leading hospitals for self & dependents, Leave Encashment, Child Care Leave (for Female) and other facilities as per the Rules of the Company.

OTHER CONDITIONS :

Selected candidates must also qualify in the Pre-employment Medical Examination as per prescribed rules of the Company. Thereafter, they may be appointed against available vacancies provisionally on 'Probation' for a period of one year with regular scale of pay [Band Pay and Grade Pay]. Their appointment shall be entirely provisional and their confirmation as regular employee will be subject to subsequent receipt of Police Verification Report and Caste Certificate and other testimonials verification report. Decision of the management for absorption under the Company is final and binding. Selected candidates are liable to be posted in any Offices/Units/Power Stations of the Company located at different parts of West Bengal. Candidates having adequate knowledge in communicating in Bengali / Nepali language will be preferred.

CAREER ASPECT :

The Company offers professional work environment with modern technology & system. The Company is in the process of modernizing and updating its activities with IT enabled services. It offers time-bound mode of promotion to the employees with higher responsibility depending upon their sincerity, initiative and merit. Candidates are required to furnish a bond of ₹ 1,50,000/- for the post of **Medical Officer** at the time of joining the Company and are required to serve the Company for a minimum period of 4 years from the date of joining (one year probation plus 3 years' service). On successful completion of probation, they may be confirmed under the Company.

PROCESSING & EXAMINATION FEE :

SI No.	Name of the Post	Post Type/Category	Application Fee
1	Medical Officer	Class I (Non-Tech)	₹ 400/-

- ❖ The candidates are required to send one Non-refundable **Demand Draft of ₹ 400/- (Four Hundred)** only as Processing and Examination fee along with their application form. **Candidates belonging to Scheduled Castes and Scheduled Tribes of the State of West Bengal only/candidates belonging to category reserved for PWD categories are exempted from payment of processing fee. However candidates belonging to OBC-A/OBC-B category are not exempted from paying any fees.**
- ❖ The Demand Draft once paid shall not be refundable/ transferable under any circumstances and should be drawn in favour of **"West Bengal State Electricity Distribution Company Ltd."** payable at **Kolkata only**. Demand drafts payable at locations other than Kolkata will not be accepted. Demand Draft issued before the date of publication of this Notification will not be accepted. **Money Order / Postal Order or any other mode of payment is not acceptable. While attaching the demand draft the candidate should mention his name, date of birth and contact number at the back of the demand draft. Candidates should take special care not to staple the Demand Draft.** They should use pins for fastening all documents / demand drafts.

DEFINITION OF PERSON WITH DISABILITY :

Under Section 33 of the Persons with Disabilities (Equal Opportunities, Protection of Right and Full Participation) Act, 1995 only such people would be eligible for reservation who suffer from **not less than 40%** of relevant disability and are certified by a Medical Board constituted by the Central / State Govt. Candidates claiming such benefits should produce certificate in original (issued by the Competent Authority) at the time of interview, if selected. Persons with Disabilities will have to work in offices across the State of West Bengal.

Post Identification for PWD Candidates:-

SI No.	Name of the Post	Post Type/Category	Disabled Categories Suitable For the Post
1	Medical Officer	Class I (Non-Tech)	OA & OL**

****OA-One Arm, OL-One Leg**

MODE OF SELECTION :

Selection will be made on the basis of performance in the Written Test and Interview. Candidates called for Written Test / Interview shall not be entitled to reimbursement of any travelling expenses. The Written Test and Interview will be held in Kolkata only. Procedure of offline application and other detailed particulars along with address for sending registration slip with documents will be available on the website from **07.12.2017**. However kindly note that if the number of candidates is less than or equal to 3 times of the vacancies declared, the Written Test is to be dispensed with and only interview will be conducted for selection of candidates.

The candidates must ensure that they have requisite qualification shown against each post as per layout of qualification and fulfill the required criteria before applying for the post.

Test Matrix :

Post Category/Type	Duration of Written Test	Written Test		Viva-Voce	Total
		Objective Test	Descriptive Test		
Medical Officer	2 Hours	120	20	30	170

Category-wise Minimum Qualifying Marks:

SI No.	Caste Category	Qualifying Marks***
1	General Category	40%
2	OBC(A)/OBC(B)	35%

****Note:** Securing minimum qualifying marks will not guarantee any entitlement to the next stage of selection process.

##Note: However kindly note that if the number of candidates is less than or equal to 3 times of the vacancies declared, the Written Test is to be dispensed with and only interview will be conducted for selection of candidates.

HOW TO APPLY

- Eligible candidates may apply in the prescribed format “**Application Format**” (*to be downloaded from our website*) duly filled in all respect giving full particulars and along with the following documents:
 - Two identical copies of recent passport sized photographs.
 - Self-attested photocopy of document in support of age proof (admit card/mark sheet of Madhyamik or equivalent).
 - Self-attested photocopy of testimonials in support of educational qualification.
 - Self-attested photocopy of testimonials in support of caste (wherever applicable).
 - Demand Draft (in original) drawn in favour of West Bengal State Electricity Distribution Company Ltd. and payable in Kolkata only.
- The candidate must fill up the application form as per the guidelines. The candidate should double check while filing up the form and avoid committing mistakes. The candidate should then enclose all relevant documents namely, two copies of recent passport sized photographs, self-attested testimonials in support of age proof, caste certificate and educational qualification.

- Please note that the candidate should ensure that the information provided by the candidates is correct and true. For any incorrect/false information or misrepresentation or suppression of any material fact the candidature may be cancelled at any stage of the recruitment process and Company reserves the right to proceed against such candidate as deemed fit.
- **Applicants must have a valid “Email ID”, which should be kept active for the entire duration of the recruitment process. No change in email id will be permissible. WBSEDCL shall not be responsible for any non delivery of email/any other communication sent, due to invalid/wrong email id/mobile no. The Company will send information for downloading Admit Card (Provisional) for Written Test / Interview at the submitted E-mail ID and Mobile No. only. Applicants must remain in constant touch with company’s website www.wbsedcl.in at Career [Tab] for information regarding dates of Written Test / Interview etc.**
- After ensuring that all relevant documents have been enclosed, the same may be sent by Ordinary Post/Speed Post/Registered Post/Courier Service/By-hand to the following address superscribing **“Recruitment of Medical Officer under WBSEDCL – Notification No. MPP/2017/10”** on the top of the envelope:

To,
The Addl. General Manager (HR&A)
Recruitment & Manpower Planning Cell
 West Bengal State Electricity Distribution Company Limited
 Vidhut Bhavan, 7th Floor, ‘C’ Block,
 Block-DJ, Sector-II
Bidhannagar, Kolkata-700091

- WBSEDCL will not be responsible for any loss or misplacement of application on transit.
- The last date of receipt of complete applications is **28.12.2017**.
- **Incomplete applications/applications received late are liable to be rejected summarily.**
- **The application along with other documents will be received at the above mentioned address during 07.12.2017 to 28.12.2017 (Upto 5:00 PM).**

GENERAL INSTRUCTIONS:

1. The last date for submission/receiving of application is **28.12.2017 (Upto 05:00 PM)**.
2. Application Formats Slip with more than one Demand Draft will be rejected. If any application format is accompanied by a Demand Draft of inappropriate value it will also be summarily rejected.
3. The candidature of such candidate whose application along with documents is received after **28.12.2017** shall not be considered. WBSEDCL will not be responsible for any kind of postal delay and loss in transit.
4. **Candidates will be allowed to appear for the Written Test/Viva-voce only with the Admit Card/Call Letter and not with the Application Format.**
5. **Candidates should retain a photocopy of their Application Format & Demand Draft for future reference.**
6. WBSEDCL reserves the right to cancel / restrict / enlarge / modify / alter the recruitment process, if required, without issuing any further notice, reference or assigning any reason thereafter nor any compensation or losses will be payable to any candidate for such modification.
7. **Candidate employed in Govt. Departments / PSUs / Autonomous Bodies need to produce NOC at the time of interview. Otherwise their candidature may be cancelled at that stage.**

8. In case of any ambiguity / dispute on account of interpretation in versions other than English, the English version will prevail.
9. Court of jurisdiction for any dispute will be in Kolkata.
10. **While applying for the above posts, the applicant must ensure that he / she fulfills the eligibility including academic and professional qualifications as per advertisement and other norms mentioned above. In case, it is detected at any stage of recruitment / selection (i.e. during written test/ interview/ verification of documents etc.) that a candidate does not fulfill the prescribed eligibility norms and / or that he / she has furnished any incorrect / false / wrong information or has suppressed any material fact(s), his / her candidature will automatically stand cancelled ab-initio. If any of the above shortcoming(s) is / are detected even after appointment, his/her services are liable to be terminated without any notice. No application/prayer for relaxation of eligibility norms will be entertained by the company.**
11. **The candidates are requested to go through the layout of qualifications and other particulars carefully before applying and sending examination fee and other documents.**
12. **It will be the candidate's prerogative to ensure that he/she fulfills the eligibility criteria before applying.**
13. Candidates must remain in constant touch with company's website www.wbsedcl.in at Career @ WBSEDCL for information regarding dates of Written Test / Interview etc.
14. Category as submitted in the application cannot be changed thereafter. Category as mentioned at the time of submission shall remain unaltered during the recruitment process. Before filling up category, candidates must ensure that he/she actually belongs to that category.
15. All correspondence with candidates shall be done through E-mail / SMS only. **All information regarding examination schedule / downloading admit card / interview call letters etc. shall be uploaded in Company's website and will be provided to the concerned candidate through E-mail / SMS.** The candidates will be responsible for receiving; downloading and printing admit card / interview call letter / any other information. WBSEDCL will not be responsible for any loss of E-mail / SMS sent, due to invalid / wrong E-mail ID / Mobile No. provided by the candidate or for delay / non receipt of information if a candidate fails to access his / her mail/mobile in time.
16. No request for change of examination centre shall be entertained. However, WBSEDCL reserves the right to cancel or add any centre depending on the number of applicants.
17. If the caste certificate has been issued in a language other than English / Hindi, the candidates will be required to submit a self-certified translated copy of the certificate either in English or Hindi.
18. **Only original Application Format (no photocopy) shall be accepted.** In case of any overwriting or tampering of Registration Slip, the candidature of the candidate shall be rejected automatically.
19. **Application Form not properly filled in or incomplete in any respect or without requisite documents would be summarily rejected. Willful suppression of any material fact will also be similarly dealt with.**
20. Canvassing in any form shall disqualify the candidate.
21. **Candidates must fulfill the essential qualification as per layout as shown herein above by the closing date of application process. Application from Candidates who will acquire the prescribed qualifications after the closing date of application process will not be entertained.**

22. WBSEDCL shall take no responsibility in case of loss in transit of Application Form & Demand Draft, failure to download Admit Card / Call Letter for appearing in the various stages of selection test.
23. This is to be noted that mere submission of application or receipt of Admit Card / Call Letter or appearance in examination does not guarantee selection / appointment in the respective post. Selection of candidates will be made strictly based on merit position, available vacancy, verification of original documents / certificates, clear police verification report and medical test.
24. Mobile No. & E-mail ID once given cannot be changed by the candidate under any circumstances. All correspondence / communication / information to the candidates will be made through their Mobile No. / E-mail ID submitted to us during application process. Candidates are advised to regularly check Email/ SMS. Candidates are further advised to regularly visit WBSEDCL's website (www.wbsedcl.in) to get updated information.
25. Fee once paid cannot be refunded under any circumstances. No other mode like Postal Order/Pay Order/Banker's Cheque etc. for submission of application fee will be accepted.
26. In case of multiple submissions of applications by a candidate only the last one will be considered for subsequent processing.
27. A candidate must abide by the instructions as may be given by the supervisor / invigilator of the Examination Hall / Room. If the candidate fails to do so or indulges in disorderly or improper conduct he / she will render himself / herself liable to expulsion from the examination hall or such other punishment as the authority deems fit to impose.
28. In case of tie in score (combined) for the post, for determining merit position under this Notification, the following methods will be adopted by WBSEDCL:-
- In case of two or more candidates scoring equal marks (combined): The candidate senior in age will be given preference.
 - If the aggregate/combined marks and also the date of birth be same: The candidate scoring higher in written examination (if conducted) will be given preference.

IMPORTANT DATES	
Commencement of application process	07.12.2017
Closure of application process	28.12.2017 (5:00 PM)

Notification No. : MPP/2017/10 | | Dated: 27/11/2017

West Bengal State Electricity Distribution Company Limited
(A Government of West Bengal Enterprise)

FORMAT OF APPLICATION AGAINST RECRUITMENT TO THE POST OF MEDICAL OFFICER

NOTIFICATION NO. MPP/2017/10 || DATED: 27/11/2017

To,
The Addl. General Manager (HR&A)
Recruitment & Manpower Planning Cell
WBSEDCL
Vidyut Bhavan, 7th Floor, 'C' Block, Kolkata-91

**AFFIX SELF
ATTESTED
PASSPORT SIZE
PHOTOGRAPH**

1. Name of the post Applied for	:	MEDICAL OFFICER
2. Name of the Candidate (in block letters)	:	
3. Father's / Husband's Name	:	
4. Correspondence Address :		
5. Permanent Address :		
6. Mobile No. / Telephone No. :		
7. E-mail ID :		
8. Date of Birth & Age as on 01.01.2017	:	
9. Gender (Male/Female)	:	
10. Nationality	:	
11. Marital Status	:	
12. Work Experience (if any) [Yes/No]	:	
13. Registration Number for Medical Practice (Document to be enclosed):		
14. Qualifications	:	Please specify in details as per the format outlined below

Qualification	Examination Passed	Name of the Board/Council/ Institute/University	Year of Passing	Division/ Class/Grade Point	Course Mode - Full time/ Part time/ Others
a) Academic					
b) Professional					

15. Whether belongs to SC/ST/ OBC (A)/ OBC (B)/PWD Category :
[Copy of certificate(s) to be enclosed]

16. Particulars of Demand Draft (if Applicable) :
i. Name of Bank & Branch :
ii. Demand Draft No. & Date :
iii. Amount :

17. Credentials enclosed :

D E C L A R A T I O N

I, hereby, declare that the particulars furnished herein are true to my knowledge. If any information is found to be false subsequently by the authority, my candidature for the post is liable to be rejected.

Date:

Signature of the Candidate