



West Bengal State Electricity Transmission Co. Ltd.

(A Govt. of West Bengal Enterprise)

CORPORATE HR&A DEPARTMENT

WBSETCL

Registered Office: Vidyut Bhavan, Block-DJ, Sector-II, Bidhannagar, Kolkata-700091

EMPLOYMENT NOTIFICATION NO: REC/2020/01

RECRUITMENT FOR THE POST OF CHIEF SECURITY OFFICER (ON CONTRACT BASIS)

COMPANY'S PROFILE

West Bengal State Electricity Transmission Company Limited (WBSETCL) is the State Transmission Utility (STU) of West Bengal and presently owns and operates total 135 nos. of Sub-Stations ranging from 66 kV to 400 kV with total installed capacity of 33800 MVA. It is the constant endeavour of WBSETCL to ensure grid stability across the State of West Bengal as well as in the Eastern Region of the Nation and have always maintained the system availability of more than 99.90%. In order to provide quality power and stable voltage to each and every corner of West Bengal, WBSETCL has laid transmission line network of 14060 ckm and constantly expanding the same.

Since its incorporation, WBSETCL has been making profit consistently. Its Annual Turnover exceeding Rupees 1400 Crore in the Financial Year 2018-19. It is the recipient of several prestigious awards including the Best Power Transmission Company Runner up Award, 2018 and the winner of the IPPAI Award 2019 in the category of Best State Transmission Utility.

DETAILS OF THE POST

WBSETCL invites applications from the Retired Officials to fill up the following vacant post on contract basis immediately:

Sl. No.	Name of the post	Consolidated Remuneration per month	No. of Vacancies	Location
01	Chief Security Officer	Rs. 50,000/-	01	Corporate Office

AGE & REQUIRED QUALIFICATION:

Sl. No.	Name of the post	Required qualification	Age as on 01.01.2020
01	Chief Security Officer	Should have served as an Officer not below the rank of Superintendent of Police or Equivalent Officers in the Paramilitary Forces for at least 2 years at the time of his / her retirement. Or Should be a retired Officer of the Defence Services not below the rank of Lt. Colonel or equivalent and must have minimum 15 years of work experience out of which at least 2 years must be as Lt. Colonel.	▪ 60 to 62 years for retired Police Officers or Officers in the Paramilitary Forces ▪ 55 to 62 years for retired Officers of the Defence Services

JOB PROFILE:

- a) To plan and look after the entire security network of WBSETCL throughout the state of West Bengal.
- b) To provide intelligence support to the top management of WBSETCL.
- c) To maintain continuous liaison with the in-charges of the field level offices, Police and District Authorities for proper maintenance of law and order.
- d) To supervise and control the work of the Private Security Personnel, NVF/HG and R.G. Members as a routine work.
- e) To take all sorts of initiatives to prevent / control theft of companies properties.
- f) To follow up with the Police Authorities with respect to theft of WBSETCL's properties for quick recovery of theft materials.
- g) To rush to the site in case of any eventuality in order to solve the security related issues by meeting the Superintendent of Police, Inspector In-Charge of the Police Station, Civil administration and officers of the Company as the case may be.
- h) To monitor security drill of security personnel to meet exigency / emergency.
- i) To supervise the movement of D.B.L. guns and ammunitions used by the private security personnel.
- j) To facilitate installation of Tower and stringing of Transmission Lines of WBSETCL, coming within Right of Way, in co-ordination with the District Administrative officers.
- k) To assist in the process of eviction of unauthorised occupants / intruders from different premises of WBSETCL across the State.
- l) To monitor the Fire Fighting and related issues. He will also act as a member of the Disaster Management Team of the Company.
- m) Any other jobs as may be assigned by the Controlling Officer or higher authorities of the Company from time to time.

PERIOD OF ENGAGEMENT:

1. The engagement will be purely contractual for 1 (One) year initially.
2. Depending upon performance, physical fitness and mental alertness the period of engagement may be extended from time to time till the Official attains the age of 65 years, subject to decision of the Competent Authority.
3. The contractual engagement may be terminated on serving 1 (One) month's notice from either side or on payment of 1 (One) month pay in lieu thereof.

OTHER BENEFITS:

1. The selected candidate shall be entitled to official car facility for to and fro journey from residence to office and back.
2. He / She will be entitled to Medical Benefits for self-indoor treatment only as

applicable for regular employees and not for any dependants subject to a limit of `50,000/- in a year where engagement is for 1 year. Persons covered under WBHS 2008, CGHS or similar other scheme is not entitled for the benefit. Sate Govt. Pensioners, even if not covered under WBHS 2008, will not be entitled to any medical reimbursement facility.

3. The selected candidate will be entitled to 7 days Casual Leave and 10 days Half Pay Leave (Commutable) for every 6 months duration. Casual Leave and Half Pay Leave will be admissible on pro rata basis for any period less than 6 months. No other kinds of leave will be admissible.
4. Besides the above stated remuneration, the selected candidate will be entitled to **Travelling and Daily Allowance** as per the rules of the Company whenever they go on official tour.
5. He / She will be eligible to get Compensatory Casual Leave as applicable for regular employees.
6. CUG facility of specified amount for official communication will be extended as per the rules of the Company.

MODE OF SELECTION:

Selection will be made on the basis of performance in the Personal Interview only. The Interview will be held at Vidyut Bhavan, Saltlake, Kolkata.

APPLICATION PROCEDURE

Application format can be downloaded from the Company's website **www.wbsetcl.in** on and from **16.03.2020**. Interested eligible candidates may submit the filled in Application Form along with the self-attested copies of certificates/ documents as proof of identity (Voter's Card/PAN Card/AADHAR Card), proof of age (birth certificate/Admit Card/Certificate of Secondary Examination), proof of educational qualification, proof of experience, Release Order from the last employer on superannuation, Pension payment Order (PPO) and two passport size photographs to **the General Manager (HR & A), WBSETCL, Vidyut Bhavan, 8th Floor, D-Block, Salt Lake, Kolkata - 700091** on or before **07.04.2020**. The envelope should be superscripted as "**APPLICATION FOR THE POST OF CHIEF SECURITY OFFICER**".

No other mode of submission of application is allowed.

GENERAL INSTRUCTIONS:

1. All information regarding this recruitment process would be made available under '**Career**' section of the website of WBSETCL (i.e. www.wbsetcl.in). Applicants are advised to check the website periodically for important updates.
2. Prescribed criteria are minimum and mere possession of the same does not entitle the candidate to be called for interview.
3. Candidates must have the ability to read, speak / write in **Bengali** language.

4. WBSETCL, at its discretion may raise/relax the age and/or other criteria notified above.
5. The short-listed candidates will be required to appear in the Personal Interview at their own cost. No TA/DA will be admissible.
6. The details of interview schedule will be duly communicated to the short-listed candidates.
7. Recruitment will be done strictly as per merit in pursuance of the recruitment policy, other rules and guidelines of the WBSETCL.
8. Canvassing in any form will summarily disqualify a candidate.
9. While applying for the above posts, the applicant must ensure that he / she fulfil the eligibility criteria as per the notification and other norms mentioned above as on **01.01.2020**.
10. Incomplete application will be summarily rejected. Application formats, not accompanying any of the valid credentials i.e. Proof of Identity, Age Proof, Educational Qualification, Professional Qualification, Work Experience, Disability Certificate (if applicable), Photograph and Signature, will be rejected.
11. The original copies of the documents / Certificates will be verified at the time of interview.
12. In case it is detected at any stage of recruitment/selection that a candidate does not fulfil the 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.
13. All details submitted in the Application Format will be treated as final and no subsequent changes will be entertained.
14. WBSETCL will not be responsible for any delay/loss in transit in submission of documents within specified time. Application received after last date will neither be entertained nor returned.
15. **Applicants must have a valid “Email ID” and “Mobile Phone Number”**, which should be kept active for the entire duration of the recruitment process. No change in email id will be permissible. WBSETCL shall not be responsible for any non-delivery of email/any other communication sent, due to invalid/wrong email id/mobile no.
16. The decision of the Company in all matters relating to selection process shall be final and binding on the candidate.
17. Depending on the requirement, WBSETCL reserves the right to cancel/curtail/enlarge/modify the recruitment process, if deemed necessary in the interest of the WBSETCL, without any further notice and without assigning any reason thereof. WBSETCL is not liable to

compensate the applicant for consequential damages if any.

18. In the interest of the Company, the Candidates, selected and appointed for a particular position, may be transferred to any of the unit of WBSETCL.
19. Any proceedings in respect of any matter of claims / disputes arising out of this advertisement can be instituted in Kolkata only and the Courts / Tribunals / Forums in **Kolkata** only shall have exclusive jurisdiction to try any such dispute.

CHECK LIST

The Application Format and the self attested copies of the certificates / documents should be attached or sent in the following order:

- a) **Filled in Application as per prescribed format only**
- b) **Proof of identity (Voter's Card / PAN Card / AADHAAR Card).**
- c) **Age Proof Certificate (Birth Certificate/ Admit Card or Certificate of Secondary Examination)**
- d) **All the Mark-sheets & Certificates for Educational & Professional Qualifications starting from Matriculation.**
- e) **Experience Certificate / Proof of post qualification experience.**
- f) **Last pay certificate.**
- g) **Release Order from the last employer on superannuation.**
- h) **Pension Payment Order (PPO).**

IMPORTANT DATES	
Start date for receipt of applications	16.03.2020 (10:00 A.M.)
Last date for receipt of applications along with all documents / Credentials	07.04.2020 (5:00 P.M.)

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