

ENGAGEMENT NOTICE

Applications are hereby invited for Contractual District Supervisor and Accountant on purely temporary and contractual basis **by the 3rd Party Agency. Apply within 15.01.2023.** Details of eligibility criteria for applying to the posts are given below:-

Sl.No	Name of the Post for Contractual Engagement	No. of Person/s to be engaged	Essential Qualification Along with experience	Desirable Qualification	Upper age limit	Major functions
1.	District Supervisor	01 (One)	Bachelor of Hospital Management/ Post graduate degree or diploma in Hospital Management from any recognize university/institution affiliated by State / Central Government.	Diploma (or certificate coarse) in computer application Person having experience in similar work will be preferred.	As per approved recruitment norms of State Government for contractual engagement (max 40 years as on 01.12.2022)	Supervision of the Pre-registration, Pre-Authorization & Approval etc.
2.	Accountant	02 (Two)	B.Com (Hons.)/ M.Com from any recognize university/ institution affiliated by State/ Central Government	CA / CMA Inter/MBA Finance. Person having experience in similar work will be preferred.		Preparation of bills, payment advices and accounts related work etc.

Interested candidates may apply to the Director, Webel Support Multipurpose Service Co-Operative Society Limited, Kolkata – 700091 through e-mail at the e-mail address: **rect.wsmscs@gmail.com** in the prescribed form attached herewith along with self attested Xerox copies in .pdf format of the following particulars.

1. Copy of Admit Card- in support of date of birth.
2. Copy of Aadhar Card, EPIC and PAN Card
3. Copy of Testimonials of Educational qualifications.
4. Copy of Certificate in support of knowledge in Computer Applications (wherever applicable)
5. Copy of Experience Certificate from the Employer (wherever applicable)

Candidates are to download the attached Application Form from the website of WTL (www.wtl.co.in) and submit the filled in Application form to this end **from their personal e-mail ID along with the scanned copies of all requisite particulars.**

Applications received after the last date and time of submission of application will be summarily rejected.

1. Selection criteria

After scrutiny of the applications, the shortlisted candidates will be called for Walk-in-Interview. The date, time and place of interview and the list of eligible candidates will be notified later. Verification of the documents in original will be done at the time of Interview.

2. Termination

The engagement to the above contractual posts will be terminated on the following conditions-

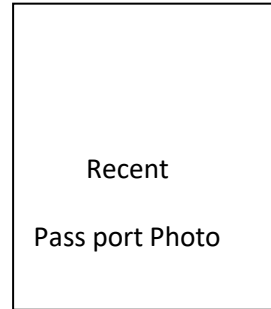
- a) If the future prospect of the project is ceased due to any unforeseen reason.
- b) On expiry of contract period, if not renewed further.
- c) Provided that the Engaging authority shall reserve the right for early termination of engagement on one month's prior notice, on the ground of unsatisfactory performance/ indiscipline/ misconduct etc.

3. General Information for the candidate

- i) The engagement shall be purely temporary on contractual basis, initially for the period of one year which can be renewed further based on the requirement of the project and on satisfactory performance of the incumbent concerned. This engagement does not give any assurance or possibility of being permanent at any point of time.
- ii) The engagement to any of these posts does not entertain the candidate to any right of service or claiming any type of benefit from WTL or Engaging Authority.
- iii) No TA/DA will be allowed for the interview.
- iv) Statutory Deduction will be applicable as per Rule.
- v) Eligible persons shall be deployed anywhere in the jurisdiction of Engaging Authority.
- vi) No accommodation facilities will be provided to the selected candidates.
- vii) Incomplete application shall be liable for rejection.
- viii) No interim correspondences will be entertained.
- ix) Impersonation /Canvassing in any form will lead to disqualification.
- x) All correspondences regarding this engagement will be made to the candidates **to their personal email ID.****
- xi) The candidates will have to check their personal e-mail for any updates.**
- xii) Selection to the post would be done, if any only if, suitable candidates are found. Decision of the Selection Committee will be final which will be binding to all applicants and all other concerned.

Director, WSMSCSL

APPLICATION FORMAT



NAME OF THE POST APPLIED FOR: (IN BLOCK LETTERS):

1. Name of the Candidate (IN BLOCK LETTERS):

2. Name of Father/Husband :

3. Date of Birth :

4. Gender (M/F) :

5. Nationality:

6. Domicile:

7. Religion:

8. Caste:

9. Present occupation and remuneration

(if employed)

10. Name of the organization with address (if employed)___ _ ___

11. Address for communication-_____

City-----Pin-----email-----

Phone no-----Mobile-----

Examination	Board/Council/University	Year of Passing	Subject taken	Percentage/Grade **

- Enclose attested copies of all Mark Sheets and Testimonials (Scanned softcopy)
- Mention conversion factor, if any.

Sl. No.	Department/Organization	Gross Salary per annum	Duration of job		Nature of job
			From	To	

(To be supported by authenticated experience certificates)

14. Declaration:

I do hereby declare that all the information given by me in this application are true and correct to the best of my knowledge and belief. I am also aware that the post I have applied for is purely temporary with fixed remuneration and on contract basis for on (year duration to be posted anywhere in West Bengal and does not have any possibility of being permanent any point of time in future. I also note that if any of the above statements are found to be incorrect or false or any information or particular have been suppressed or omitted in this form, I am liable to be disqualified for appearing in the interview, or if detected later, my appointment will be liable for cancellation without any notice. I shall abide by the decision of the selection board and in no way whatsoever would dispute the selection process.

Date -----

(Signature of candidate in full)