



# WEST BENGAL ELECTRICITY REGULATORY COMMISSION



Ref No. WBERC/Contract-9/Assistant/3501

Dated, Kolkata, the 20<sup>th</sup> February, 2023

Office of West Bengal Electricity Regulatory Commission intends to engage on purely contractual basis with a fixed consolidated remuneration of Rs. 20,000/- per month, a Computer Assistant for office works.

The engagement will be for a period of one year, renewable according to satisfactory performance.

Candidates who have thorough knowledge of Computer typing and Applications with Government approved certification on computer typing and Computer Applications and have a minimum 5 year experience in relevant field in State / Central Government department or Office / State or Central Government Undertaking or PSU are eligible to apply in the set format with supportive self-attested documents to the Secretary, West Bengal Electricity Regulatory Commission, Plot No : AH - 5 (2<sup>nd</sup> & 4<sup>th</sup> Floor), Premises No : MAR 16 - 1111, Action Area - 1A, New Town, Rajarhat, Kolkata - 700163. E-mail : [wberc99@gmail.com](mailto:wberc99@gmail.com) within 27.02.2023.

Incomplete applications or applications not accompanied by supportive documents will be rejected.

Sd/-  
Secretary



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## APPLICATION FORMAT

Self attested

Photograph

- 1 Name of the Applicant :
- 2 Father's /Husband's name :
- 3 Date of Birth (as per High School certificate) :
- 4 Age as on 01-04-2023 :
- 5 Address for Communication :
- 6 Permanent Address :
- 6 Contact details : Mobile No \_\_\_\_\_, E mail ID \_\_\_\_\_
- 7 Educational Qualification :

Sl No	Examination	University/Institution	Year of Passing	Marks obtained	Percentage

8 Details of Experience :

9 Details of Employment in reverse chronological order

Office / Instt. / Organisation	Post Held	Nature of appointment Whether regular, ad-hoc. Deputation, contract etc.	From - To	Scale of Pay and Basic Pay	Nature of Duties

10 Any other information that the candidate may wish to furnish:

### Declaration

I hereby declare that all the details/information given in this application are true to the best of my knowledge and I have not concealed any information. If any details/information is found to be untrue or concealed, my application may be cancelled. If any such concealment of fact/ information comes to the light after my appointment, my appointment/ services may be terminated.

No. of Enclosures .....

Place ..... Date .....

Signature of the applicant .....

Name of the applicant .....