

West Bengal Industrial Development Corporation Ltd.
"Protiti", 23 Abanindranath Thakur sarani
Kolkata 700 017

The West Bengal Industrial Development Corporation Limited invites applications from female Honours Graduate candidates, well conversant in English, Bengali and Hindi for the post of Receptionist-cum-Telephone Operator on purely temporary and contractual engagement at a consolidated remuneration of Rs.15,500/-.

Candidates intending to apply may look for recruitment details in the website of West Bengal Industrial Development corporation Limited www.wbidc.com or in the Notice Board of this Corporation. Last date for submission of Application is 20.07.2015.

By order
Managing Director

WEST BENGAL INDUSTRIAL DEVELOPMENT CORPORATION LTD.

West Bengal Industrial Development Corporation Ltd. is the premier agency of the Government of West Bengal for the promotion of industrial investments in the State. It creates Industrial Parks and provides a package of services to potential investors. WBIDC offers a challenging career to young professionals from various streams.

The West Bengal Industrial Development Corporation Limited invites applications from female Honours Graduate candidates, well conversant in English, Bengali and Hindi for the post of Receptionist-cum-Telephone Operator for purely temporary and contractual engagement at a consolidated remuneration of Rs.15,500/- with a provision of annual increment @ 3%.

Conditions for Engagement:

The candidate selected for Receptionist-cum-Telephone Operator will be engaged on a consolidated monthly remuneration for 11 months on purely contractual basis. Such engagement may be extended from time to time depending on the requirement of this Corporation as well as suitability and performance of the candidate.

How to apply :

Application furnishing a comprehensive bio-data including Name, Father's name, Date of Birth, Details of SC / ST caste certificate, if any, postal address with contact number, details of qualification and experience supported by attested copies of documents along with two copies of passport size colour photograph in a sealed envelop superscribed with "Application for the post of "Receptionist-cum-Telephone Operator" (category to be mentioned for which application is being made). Your application should reach us at WBIDC Ltd. "Protiti", 23 Abanindranath Thakur Sarani, Kolkata 700 017.

LAST DATE 20.07.2015

Contact Details :

West Bengal Industrial Development Corporation Ltd.

Protiti, 23 Abanindranath Thakur Sarani

Kolkata 700 017

Phone 2255 3700 – 705

Website : www.wbibc.com