

WEST BENGAL FINANCIAL CORPORATION (WBFC)
H.O: DD-22, SALT LAKE CITY, KOLKATA-700064

**Notification for Contractual Engagement of Officer on
Special Duty (OSD) [Planning & Co-ordination]**

WBFC invites application for the following post on contractual basis:

1.	Name of post & no.	One no. Officer on Special Duty (Planning & Co-ordination)
2.	Job Profile	(1) To co-ordinate and liaison with branches for improvement of loan recovery and business port-folio. (2) Marketing of Corporation's products. (3) To look after business procurement both at H.O/Branches.
3.	Qualification	Graduate in any stream from a recognized university in India. Professional qualification, if any, should be furnished.
4.	Experience	Retired persons with age above 60 years, but not exceeding 62 years as on 31.01.2025, having at least 5 years' working experience in any Financial Institution/ Bank/NBFC in a senior position, not below the rank of Deputy General Manager.
5.	Remuneration	Consolidated remuneration @Rs.60000/- per month.
6.	Period	Engagement will be made purely on Contractual basis for a period of 1 (one) year.
7.	How to apply	Application format can be downloaded from Corporation's website www.wbfconline.org (under link: Circular & Notices). The filled in Application form in the prescribed format may be submitted along with CV, self-attested copies of all documents relating to educational/professional qualification, experience and one passport-size photograph (colour photo: 3.5 cm X 4.5 cm) at the Head Office of the Corporation. Last date of receipt of application: 12.03.2025

[Format of Application Form]

WEST BENGAL FINANCIAL CORPORATION
H.O: DD-22, Salt Lake City,
Kolkata-700 064

**Application form for contractual engagement
of Officer on Special Duty (OSD) [Planning
& Co-ordination]**

Please affix one passport size photograph(4.5 cm X 3.5 cm), duly signed by the applicant across the photograph (not over face) and signature should be partly on application and partly on the application form)

1. Personal details:

Name	
Father's/Husband's name	
Present Address (with mention about P.S & PIN)	
Permanent Address (with compulsory mention about P.S & PIN)	
Sex	
Category	
Contact No.	
Alternative no., if any	
E-mail Id	
Date of birth	
Age (As on 01.01.2025)	

2. Educational Qualification [starting from Class-X level exam] :

Exam passed	Board/University	Year of passing	% of marks obtained

3. Details of Professional Qualification (if any):

4. Experience, if any:

Name of the Organisation	Post held	From	To	Functional responsibilities held

[If required, a separate sheet may also be attached]

5. Declaration:

I hereby declare that all the information furnished above are true to the best of my knowledge and I have not concealed any material information and I am well aware of the fact that if any information is found incorrect in future, then this application and subsequent engagement, if made, is liable to be rejected/cancelled.

Date:

Place:

Signature of the candidate