

Government of West Bengal
Public Works Department
Establishment Branch
Block - A, 4th Floor
Khadya Bhawan
11A, Mirza Ghalib Street, Kolkata - 87.

URGENT

No. 7259 (6) - E/PW/O/E - 1/2M - 56/2014

Date: 16.11.2022

From: The Joint Secretary (Personnel) to the Government of West Bengal, Public Works Department.

- To: (i) The Chief Engineer, Head Quarter, P. W Dte./P.W(Roads) Dte.
(ii) The Chief Engineer, _____, P. W. Dte./P.W(Roads) Dte.
(iii) The Chief Engineer, P. W. Dte., Social Sector.
(iv) The Chief Engineer, Housing Directorate.
(v) The Assistant Chief Engineer (Personnel), P. W Dte./P.W(Roads) Dte.

Subject: SERVICE PARTICULARS of the CONTRACTUAL Junior Engineers (C) presently working under the Public Works Directorate, the Public Works (Roads) Directorate and the Public Works Directorate, Social Sector.

Inviting reference to the subject mentioned above, the undersigned is directed to request him to furnish the duly filled - in PROFORMA of SERVICE PARTICULARS [in respect of the Contractual Junior Engineer (s) (Civil) posted under his jurisdiction] [Blank Proforma Of Service Particulars is enclosed herewith for ready reference].

This may kindly be treated as "EXTREMELY URGENT" with due importance.

Encl: As stated.

Joint Secretary (Personnel) to the Government of West Bengal,
Public Works Department.

No. 7259/1(70) - E/PW/O/E - 1/2M - 56/2014

Date: 16.11.2022

Copy forwarded for information and necessary action to:-

- i) The Superintending Engineer, _____
Public Works Directorate/ Public Works (Roads) Directorate/Housing Directorate/
Public Works Directorate, Social Sector.
- ii) The Executive Engineer, _____
Public Works Directorate/ Public Works (Roads) Directorate/Housing Directorate/
Public Works Directorate, Social Sector.

Deputy Secretary to the Government of West Bengal,
Public Works Department.

**PROFORMA OF SERVICE PARTICULARS OF CONTRACTUAL JUNIOR ENGINEERS (CIVIL)
UNDER PWD**

1	Name of incumbent	:	
2	Designation	:	
3	Date of Birth	:	
4	Date of Joining in Present Service	:	
5	Present Place of Posting	:	
6	Permanent Residential Address		

The afore-stated PROFORMA OF SERVICE PARTICULARS has been prepared with satisfactory evidence (authenticated copies of supporting documents enclosed herewith).

VERIFIED and FOUND CORRECT

.....
SIGNATURE OF incumbent

.....
**OFFICER WITH OFFICIAL SEAL
& DATE (Not Below the rank
of Executive Engineer)**