



Greater Calcutta Gas Supply Corporation Limited

(A Govt. of West Bengal Enterprise)

14, Canal West Road, Kolkata 700009. Email: Info.gcgsccl@gmail.com

EXPRESSION OF INTEREST (EOI)

Ref. No.: GCG/1/EOI/5666, dated: 07/07/2026

EXPRESSION OF INTEREST (EOI) is invited from Indian citizen with relevant experience and qualifications for filling up the following vacancies in Finance & Accounts, Law & Estate, Electrical & GIS, Civil, High Pressure pipeline & ESI in the Greater Calcutta Gas Supply Corporation Ltd. (GCGSCL), 14, Canal West Road, Kolkata -700009 (A Govt. of West Bengal Enterprise) for the FY 2026-27 purely on contractual basis for a period of one year.

| Sl. No. | Name of Vacancy | Scope of work | Qualifications | Experience / Age limit | Consolidated Remuneration (Rs. / month) |
|---------|-----------------------------------|---|---|---|---|
| 01. | Consultant for TDS, GST and Audit | <ul style="list-style-type: none"> • Handling entire Taxation matters including preparation and filing of Four Quarterly Returns and Annual Return of Income Tax & TDS of GCGSCL and five PSUs. • Handling Profession Tax matters including preparation and filing of Annual Returns of GCGSCL and five other PSUs. • Checking of Vouchers with necessary Files & Documents before payment/receipts on regular basis • Accounts & Audit related work, particularly liaison and coordination with Statutory Auditors and CAG Auditors. • Maintenance of Scrap Accounting and related records. • Regular processing, verification, and maintenance of Bills & Vouchers. • Preparation of entire Journal / Adjustment Vouchers and entry in TALLY. • Renewal of Fixed Deposits and maintenance of related records. | Cost Accountant or Chattered Accountant | All the applicants must be retired from West Bengal Govt. / W. B. State PSU and experienced in relevant fields, aged below 65 years on the date of advertisement. | Rs. 45000/- |

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| | | <ul style="list-style-type: none"> • Preparation and submission of Statistical Data related to Audited Accounts and Manpower of GCGSCL through NSSO of India. • Carrying out other accounting and office-related assignments entrusted to him from time to time. | | | |
| 02. | Consultant for Law & Estate | <ul style="list-style-type: none"> • Entire Law & estate matter of Company | Bachelor of Laws (LLB) | All the applicants must be retired from West Bengal Govt. / W. B. State PSU and experienced in relevant fields, aged below 65 years on the date of advertisement. | Rs. 45000/- |
| 03. | Consultant for Electrical, Gas Meter, Group Insurance | <ul style="list-style-type: none"> • Routine & breakdown maintenance electrical networks • Conversant with plan, diagram, drawing of electrical system • Record keeping of electric energy consumption of staff residing at staff quarters, preparing the bill and making proposal for deduction of amount from their salary. • Record keeping of CESC bill & recommendation of the same for payment • Record keeping of Telephone bill & recommendation of the same for payment • Maintaining stock register of different capacity gas meters • Procurement of electrical consumable items following standard norms and to maintain its stock register. • Preparing group insurance dues for the GPF employees after their retirement and the recommendation of the same for payment | Diploma in Electrical Engineering with Electrical supervisor's certificate of competency issued by Govt. of West Bengal and experience in Group Insurance related activities | All the applicants must be retired from West Bengal Govt. / W. B. State PSU and experienced in relevant fields, aged below 65 years on the date of advertisement. | Rs. 30000/- |

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| 04. | Consultant for Civil Engineering, High pressure gas main, Drawing & ESI | <ul style="list-style-type: none"> • Repair & maintenance of office building & staff quarters • Repair & maintenance of High pressure gas pipeline • Repair & maintenance of KMC supply drinking water & GCGSCL boring water system to Office building & staff quarters. • ESI related job | Diploma in Civil Engineering & experience in ESI related activities | All the applicants must be retired from West Bengal Govt. / W. B. State PSU and experienced in relevant fields, aged below 65 years on the date of advertisement. | Rs. 30000/- |
| 05. | Electrical fitter | <ul style="list-style-type: none"> • Routine & breakdown maintenance work of electrical / communication network | 10 th pass & experience in electrical maintenance & repairing with electrical work's man permit. | All the applicants must be retired from West Bengal Govt. / W. B. State PSU and experienced in relevant fields, aged below 65 years on the date of advertisement. | Rs.20000/- |

1. Last date of submission of Application: **July 27, 2026 (04:00 P.M.)**
2. Interested incumbent may apply in plain paper with supporting documents in connection with educational qualification and experience.
3. All applications in sealed cover shall be addressed to "The Managing Director, GCGSC Ltd., 14, Canal West Road, Kolkata – 700009" and clearly mentioned the Name of vacancy "(E.O.I. for)" on the cover.

(Distribution & Service Manager, in-charge)
GCGSC Ltd.