

BIHAR STATE EDUCATIONAL INFRASTRUCTURE DEVELOPMENT CORPORATION LTD

(A Govt. of Bihar Undertaking)

ShikshaBhawan, Bihar Rastrabhasha Parishad Campus, Acharya Shiv Pujan Sahal Path, Saidpur, Patna-800004
Ph.-9431028206, E-Mail : bseidc@gmail.com

SHORT TERM APPOINTMENT NOTICE

Advt. No. 03/2025

The Bihar State Educational Infrastructure Development Corporation Ltd. (BSEIDC), a State Govt. undertaking under Education Department Bihar invites application from the eligible persons for appointment for the following post:

S. No	Name of the Post	Number of Post								Remuneration Per Month	Min. Qualification	Eligibility
		UR	EBC	SC	BC	EWS	BC (W)	ST	Total			
1	Company Secretary	1							1	As per Norms (Based on Experience)	Must have passed the Company Secretary ship exam I.C.S.I Desirable experience One Year working experience with Govt. Deptt./ Corporation/ Semi Government/ Public Sector firm/ Private Sector firm	Must be an Associate Member of ICSI

General Instruction:

- The appointment shall be strictly on contract basis for one year which may be renewed annually depending upon the satisfactory performance.
- The upper age limit (as on 31.03.2025) for the post shall be 50 years (60 years in case of retired personnel).
- A DD of Rs.600/- (Six hundred) as application fee (non refundable) in favour of **Bihar State Educational Infrastructure Development Corporation Ltd payable at Patna** to be sent along with application. Candidate belong SC/ST and Disabled category as well as personal belonging to BPL family are exempted from the application fee.
- Candidates having requisite qualification & fulfilling eligibility criteria should send their application in the prescribed Performa. The prescribed Performa can be downloaded from the website www.bseidc.in
- The candidates must enclose two latest passport size photos along with copy of certificates pertaining to age, caste, mark sheet/certificates of all years/semester graduation/diploma. The Application of the candidates who are claiming in writing and not producing the copy of qualification & other concerned certificates in their application will be out rightly rejected.
- The shortlisted candidates have to appear in an interview and/or a written exam if required depending upon the number of application received. No TA/DA or any other cost shall be paid for written exam/interview.
- Interested candidates may send the complete application form mentioning the name of the post on the top of the envelop through speed post/registered post/Physically to the following address:
General Manager (Admin.)
Bihar State Educational Infrastructure Development Corporation Ltd.
ShikshaBhawan, Bihar Rastrabhasha Parishad Campus,
Acharya Shiv Pujan Sahal Path, Saidpur, Patna-800004
- The application form received after due date shall not be considered. BSEIDC will not be responsible for postal delay.
- Selected candidates may be placed in the office of BSEIDC (HQ).

Note:

- Last date for submission of application form is 31.07.2025 05:00 PM.
- The List of Shortlisted candidates being eligible for interview shall be notified on 05.08.2025. Candidate may refer official website of BSEIDC under notification section.
- Any objection towards list of shortlisted candidates shall be entertain till 17 hours of 07.08.2025.
- The Interview shall be conducted on 09.08.2025 from 11.00 AM onwards in the office of MD, BSEIDC Ltd. saidpur, Patna
- Date of Interview/written test (if required) will be communicated by post/telephone/e-mail etc. separately.

For further details please visit : www.state.bihaar.gov.in/prdbihar

PR. No.009095 (B&C) 2025-26

नशे की मार, बर्बाद करे सुखी परिवार।

General Manager (Admin.)

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5. The candidates must enclose two latest passport size photos along with copy of certificates pertaining to age, caste, mark sheet/certificates of all years/semester graduation/diploma. The Application of the candidates who are claiming in writing and not producing the copy of qualification & other concerned certificates in their application will be out rightly rejected.
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