

Bharat Electronics Limited, a Navaratana Company in the field of professional Electronics, has a requirement for the following executive on permanent basis:

Sl No.	Post/Grade	Qualification/Min Post Qualification Exp (as on 01.11.2017)	Age limit with relaxation (as on 01.11.2017)	No. of Post	Pay Scale
1.	Sr. Asst. Security Officer (E-I)	Degree in any Discipline + Should be in the rank of Jr. Commissioned Officer or Equivalent in Indian Armed Forces or Central Paramilitary organisations	OBC - 43 years	01 (OBC)	Rs.30000-3%-120000/- +admissible allowance

Enclosures to the application form: The candidates may submit their application along with the photocopies of the following documents:

1. SSLC Marks Card as proof of age.
2. Graduation Marks Card and final degree certificate.
3. Experience certificate/s.
4. Discharge book/Certificate in respects of candidates from the Defence/ Paramilitary forces.
5. OBC Caste certificate issued on or after 01.11.2016.
6. Company copy of the challan.

METHOD OF SELECTION:

Selection will be either through a Written Test followed by an Interview (only for those candidates who qualify in the written test) or only interview as may be decided by the management.

Application Fee:

Candidates belonging to General and OBC category are required to remit an amount of **Rs: 500/-** towards application fee. SC/ST/PWD candidates are exempted from payment of application fee.

INSTRUCTION FOR MAKING PAYMENT –

1. Go to www.onlinesbi.com and select: - State Bank Collect.
2. Accept terms and conditions and click on proceed.
3. Select state of Corporation/Institution: - All India.
4. Select type of Corporation/Institution: - PSU - Public Sector Undertaking and press =>Go.
5. Select PSU - Public Sector Undertaking: - Bharat Electronics Limited and press Submit.
6. Select payment category: -EXECUTIVE POSTS – GHAZIABAD UNIT.
7. Complete the payment as explained above.
8. Take a print of the payment receipt and attach it with the application form.

GENERAL CONDITIONS:

- i) Only Indian Nationals need apply.

- ii) **NOC:** Candidates employed in Govt./Quasi-Govt. and Public Sector Undertakings will be required to produce '**No Objection Certificate**' at the time of interview, without which they will not be allowed to appear for the interview.
- iii) GEN/OBC candidates applying for the above posts are required to submit an online application fee of Rs. 500/-.
- iv) Appointment of the selected candidates will be subject to being found medically fit by the Company's Medical Authorities.
- v) There will be no separate communication to any candidates on their non-selection at any stage.
- vi) In respect of Persons with Disability, the degree of disability that the candidate should have, for consideration under the category, will be as prescribed by Government norms.
- vii) Candidates whose Degree Certificate does not tally with the branch mentioned in the application / advertisement will not be considered for interview.
- viii) BEL reserves the right to debar you at any stage of the written test / interview proceedings, if your candidature is not considered suitable for any reason.
- ix) Candidates who are unable to produce their Degree, Marks Card, Certificate in original on the day of interview for whatever reason will not be considered. Canvassing in any form will result in disqualification.
- x) The admission at all stages of the selection process will be purely provisional. Mere issue of admit card/interview call letter to the candidate will not imply that his/her candidature has been cleared by BEL.

HOW TO APPLY:

Candidates who meet the above eligibility criteria may download the application form from the website www.bel-india.com and send it along with the photocopies of the following documents:

1. SSLC Marks Card as proof of age.
2. Graduation Marks Card and final degree certificate.
3. Experience certificate/s.
4. Category Certificate (OBC Caste certificate issued on or after 01.11.2016.)
5. Copy of Application Fee Payment Receipt

Candidates willing to apply should submit their application in the prescribed format along with the copies of the relevant documents in support of eligibility and the Application fee payment receipt/Challan with the Journal Number, in a sealed cover super scribing "Application for the post of Sr. Asst. Security Officer" and addressed to **Manager (HR&A), Bharat Electronics Limited, Sahibabad Industrial Area, Ghaziabad - 201010** by post/courier.

ALSO

All the candidates have to send their details in an excel sheet also in the following format to hrbelgad@bel.co.in. (The subject of the e-mail should be - “**Application for the post of Sr. Asst. Security Officer.**”

1	2	3	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Name	Fathers Name	Date of Birth (DD-MM-YYYY)	Gender (Male/Female)	Nationality	Category (Gen/OBC/SC/ST/PWD)	E-mail	Mobil no.	Correspondence address	Total Years of Experience (as on 01.11.2017)	Current organisation Name	Current organisation From (DD-MM-YYYY)	Current Organisation To (DD-MM-YYYY)	Previous Organisation 1 Name	Previous organisation 1 From (DD-MM-YYYY)	Previous organisation 1 To (DD-MM-YYYY)	Previous Organisation 2 Name	Previous organisation 2 From (DD-MM-YYYY)	Previous organisation 2 To (DD-MM-YYYY)	Qualification (BE/B.Tech/A MIE)	Discipline	Division Secured	SBI Reference No.

Candidates have to fill the entire data in CAPITAL letters (except email id). Candidates should **NOT** leave any column blank. If any particular column is not relevant then “**N/A**” to be mentioned. Also, if any candidate has worked in more than 3 companies then it should be mentioned after column no. 24. The candidates should fill the details **ONLY** in the format as given in the table above.

“**ALL THE CANDIDATES HAVE TO SEND BOTH HARD COPY AND EXCEL SHEET**”

One copy of payment receipt may be retained by the candidate for future reference.

The last date for receipt of completed application is 23rd December, 2017.

If hard copy of the application is not received by the last date then your candidature will not be considered (even if the candidate has sent the excel sheet).

SCHEDULE OF RECRUITMENT	
Start of applications	29.11.2017
Last date of application fee payment	20.12.2017
Last date of receipt of hard copy of applications	23.12.2017
E-mailing of Admit Cards on the e-mail ids*	06.01.2018
Written test*	28.01.2018
Interview	To be intimated later

*Tentative dates

Applications that are not in the prescribed form, incomplete, illegible, without complete enclosures or received after due date or are not meeting the criteria indicated above will be summarily rejected without assigning any reason whatsoever. No correspondence in this regard will be entertained. Candidates may be debarred at any stage of the selection process, if it is found that they do not fulfill the prescribed eligibility criteria. Mere short-listing/attendance in the written test/interview does not entitle them to any claim for the post. Canvassing in any form at any stage will result in disqualification. Only Indian nationals need apply. It may be noted that the number of post mentioned above are subject to change depending on the actual requirement at the time of selection.

Candidates are required to possess at least one valid e-mail id which is to be entered in the application form. Information pertaining to the written test/interview will be sent by e-mail only to the id that is furnished. BEL will not be responsible for bouncing of any e-mail sent to the candidate. Please note applications by hand will not be accepted.

SPECIAL NOTE:

Please further ensure that you fulfill all the eligibility criteria (like age, qualification, experience, category certificate, etc.) as stipulated in our advertisement. If you fail to meet any of the eligibility criteria as stated in the advertisement for the post, your candidature will be cancelled and you will not be allowed to appear for the interview. The decision of the management in this regard would be final. Application fee is non-refundable. Candidates must go through all instructions and eligibility criteria carefully before remitting Application Fee. Fee once paid will not be refunded in any case/circumstance.

In case you require any clarifications regarding the advertisement please send an e-mail to hrelgad@bel.co.in. Please note that no other form of communication will be entertained including telephone calls, conventional mail, fax etc.

Bharat Electronics is an equal opportunity employer which welcomes applications from qualified professionals. No discrimination is made on the basis of gender, creed, culture and caste.

Bharat Electronics reserves the right to select one or more candidates from this announcement.

*******END*******