

BHARAT ELECTRONICS LIMITED
CORPORATE OFFICE, BENGALURU
(Advt. No. 17556/TEPE/2021)

Bharat Electronics Limited, a Navarna Company and India's premier Professional Electronics Company under the Ministry of Defence, is looking for competent personnel for the following job locations on temporary basis. The details of the posts are given below:

Post(s)	No. of vacancies	Reservation	Consolidated remuneration per month	Job Location
Trainee Officer (Finance) – I	02	Unreserved – 01 OBC (NCL) - 01	1 st Year – Rs. 25,000/-	Defence Innovation Organisation (DIO), New Delhi
			2 nd Year – Rs. 28,000/-	
			3 rd Year – Rs. 31,000/-	
Project Officer (Legal) - I	01	Unreserved	1 st Year - Rs. 35,000/-	Corporate Office, Bengaluru
			2 nd Year - Rs. 40,000/-	
			3 rd Year - Rs. 45,000/-	
			4 th Year - Rs. 50,000/-	

MANDATORY POST-QUALIFICATION EXPERIENCE AS ON 01.05.2021:

1) TRAINEE OFFICER (FINANCE) – I

Candidates MUST possess minimum '**Six Months**' of relevant post-qualification industrial experience.

2) PROJECT OFFICER (LEGAL) - I

Candidate MUST possess minimum 3 years of professional post-qualification work experience in the following area(s):

- I. Advocate/ Legal Consultant/ Legal Assistant/ Associate in an Advocate's or Solicitor's Office or Law firm after being enrolled with the Bar Council; or
- II. as a Law Officer in the Legal Department of a large bank / financial institution / statutory corporation / company / State / Central Government
- III. or combination of (i) and (ii), with hands-on experience in drafting and vetting of Memorandum of Understanding, Non-disclosure / Confidentiality Agreements, Licensing Agreements, Technical Collaboration agreement, Joint Development Agreement and other kinds of Agreements. Candidates who are well conversant with provisions of Patents Act, Indian Contract Act, Sale of Goods Act and Insolvency and Bankruptcy code will be given preference.

JOB SPECIFICATIONS

Post(s)	Educational Qualification	Upper age limit ^{\$} as on 01.05.2021
Trainee Officer (Finance) – I	<p>Two years MBA programme in Finance specialization from recognized Indian University[#] with at least 60% marks in aggregate of all years / semesters as applicable.</p> <p>Universities / Institutes awarding degrees in CGPA / OGPA / Grade-point must provide method of conversion to percentage.</p>	25 years
Project Officer (Legal) - I	<p>Bachelor's Degree in Law (LL.B / B.L) from recognized Indian University[#] and approved by Bar Council of India, New Delhi with at least 60% marks in aggregate of all years / semesters as applicable.</p> <p>Universities / Institutes awarding degrees in CGPA / OGPA / Grade-point must provide method of conversion to percentage.</p>	31 years

^{\$} Candidates belonging to OBC (NCL) / SC / ST can apply against UR vacancies provided relaxations in age and prescribed percentage of marks in the qualifying degree does not apply to them against unreserved vacancies.

[#] University incorporated by an Act of the Central or State Legislature in India or other Educational Institutions established by an Act of Parliament or declared to be deemed as universities under section 3 of University Grants Commission Act, 1956.

Relaxations: For Persons with Benchmark Disabilities having minimum 40% disability or more will get 10 years relaxation in addition to the upper age limit set for the category.

TERMS OF ENGAGEMENT & REMUNERATION:

Trainee Officer (Finance) – I will be engaged for an initial period of ONE year and may be extended up to a maximum of 03 years (including initial period) based on project requirement and individual performance. Candidates will be paid a consolidated remuneration of Rs. 25,000/- per month for 1st year and in the event of extension of contract, the remuneration shall be Rs. 28,000/- for 2nd year and Rs.31,000/- for 3rd year per month.

Project Officer (Legal) - I will be engaged initially for a period of TWO years which may be extended up to a maximum of Four years (including initial period of 2 years) based on organizational requirement and individual performance.

The consolidated remuneration is defined as below:

1 st Year	: Rs. 35,000/- per month
2 nd Year	: Rs. 40,000/- per month
3 rd Year	: Rs. 45,000/- per month
4 th Year	: Rs. 50,000/- per month

In addition to the above, selected candidates are required to be covered under a medical insurance scheme for a sum of Rs.2 lakhs per annum and submit the same on joining. In addition to the remuneration indicated, a consolidated amount of Rs. 10,000/- per year will be paid towards expenses like medical insurance premium, attire allowance, stitching charges, footwear allowance, etc.

Please note:

- Academic / Teaching / Research work experience will not be considered as relevant post-qualification experience.
- Candidate should possess Experience certificates / Documents issued by the previous and present employer clearly indicating period of employment and post held.
- The decision of the Selection Committee with respect to professional post-qualification experience will be final. Work experience indicated without supporting documents will not be considered and is liable to be rejected / cancelled without any prior intimation.

SELECTION PROCEDURE:

Candidates who meet the eligibility criteria w.r.t. qualification and experience will be allotted weightage as follows:

CRITERIA	WEIGHTAGE
<p>Criterion 1</p> <p>Percentage of marks obtained in the Qualifying degree i.e., MBA / LL.B / B.L which is an aggregate of all semesters / all years (either 3-year programme or 5-year Integrated course in case of LL.B / B.L)</p> <p><i>CGPA / OGPA / Grade-point score shall be converted to percentage of marks.</i></p>	75% or 75 Marks
<p>Criterion 2</p> <p>Work Experience – Candidates meeting basic eligibility criteria of relevant work experience will be awarded 2.5 Marks.</p> <p>i.e., Trainee Officer (Finance) - I → 6 months of post qualification relevant work experience Project Officer (Legal) - I → 3 years post-qualification relevant work experience</p> <p>In addition to the above, for every completed 6 months of additional relevant experience, 1.25 marks will be awarded. The maximum marks in this criteria is limited to 10 Marks</p>	10 Marks
Interview (Video-based)	15 Marks
TOTAL	100 Marks

Candidates have to compulsorily provide the CGPA / OGPA / Grade-point to percentage of marks as per the guidelines provided by their University / Institute.

- Candidates will be shortlisted in the order of merit based on marks obtained in the qualifying degree i.e., MBA (Finance) / LL.B / B.L and number of years of experience as indicated above (out of 85 marks) in the ratio of 1:5 category-wise. Only those candidates shortlisted will be called for the video-interview.
- The names of candidates shortlisted for video-interviews will be notified on the careers section of BEL India i.e., www.bel-india.co.in.
- The call letters for the shortlisted candidates will be communicated to the individuals over e-mail.

HOW TO APPLY:

Candidates who are fulfilling the eligibility criteria and desirous of applying for the above posts may apply online by clicking the link provided against the advertisement.

No manual / paper applications will be entertained and candidates are advised not to send any hard copy to this office.

Candidates are required to enter all information correctly in the online application form and verify the same before submission, as changes shall not be permitted after submission of the application form.

The dates of the selections along with timings will be intimated to the shortlisted candidates through e-mail only. List of candidates shortlisted for video-interview will also be uploaded on the BEL website.

Documents to be submitted at the time of submitting the online application:

- i. SSLC / SSC / 10th Standard marks card (as proof of Date of Birth)
- ii. MBA (Finance) / LL.B / B.L Degree certificate (as applicable). In case of CGPA / OGPA / Grade-point, the candidates are required to indicate the formula for conversion of CGPA / Credits to percentage in accordance with the respective University norms.
- iii. Final consolidated marks sheet.
- iv. Caste / Community / Disability certificate in case of candidates belonging to SC/ST/OBC(NCL)/EWS/PwBD are required to submit the certificate in the prescribed format.
- v. Post-qualification experience certificate(s) from previous / current employer. Where current employment certificate is not produced the offer of current employment, latest pay slip and employee ID proof should be compulsorily attached.
- vi. Candidates if working in PSUs / Govt. organizations should compulsorily submit 'No Objection Certificate' at the time of application or interview.

APPLICATION FEE:

Post (s)	Application Fee	Exemption
Trainee Officer (Finance)-I	Rs. 200/-	Candidates belonging to SC/ST/PwBD are exempted from payment of application fee
Project Officer (Legal)-I	Rs. 500/-	

The application fee should be remitted through SBI Collect (through online mode or through SBI Branch). Candidates are requested to read the details and screenshots for making the payment.

Candidates can also make the payment by approaching SBI branch. You have to select SBI branch in the payment option and download pre-printed challan generated through SBI Collect and deposit the

application fee (as applicable) plus applicable bank charges in any SBI Branch. The candidate should ensure to obtain the seal and signature of the bank official.

Candidates have to enter the “**SBI Collect reference No.**” generated after payment, in the Online Application Form before proceeding to fill the other details in the Application form.

Short listing of candidates will be carried out purely based on the information declared by candidates in the online application form. If at any further stage of selection, it is found that candidates have declared false information w.r.t. their credentials, BEL reserves the right to debar them at any stage of selection.

Candidates may go through all instructions and eligibility criteria carefully before remitting Application Fee and submitting the application. Fee once paid will not be refunded.

For queries related to advertisement, online submission of application form & payment of application fee, contact us at:

IMPORTANT DATES:

Sl. No.	Activities	Date(s)
1	Opening of online application for submission by candidates	09.06.2021
2	Last date for submission of online application by candidates	01.07.2021

Candidates are advised to visit **Careers** section of www.bel-india.in regularly for latest updates.

ABBREVIATIONS

OBC (NCL)	: Other Backward Class (Non-Creamy Layer)
EWS	: Economically Weaker Section
SC	: Scheduled Caste
ST	: Scheduled Tribe
PwBD	: Persons with Benchmark Disabilities

OTHER TERMS & CONDITIONS AND GENERAL INSTRUCTIONS:

- Only Indian Nationals are eligible to apply.
- Candidates belonging to OBC (NCL) / SC / ST / EWS categories should meet the eligibility norms notified for UR category for consideration against unreserved (UR) vacancies. In other words, OBC (NCL) / SC / ST candidates applying for unreserved posts shall be considered under general standard of merit and no

relaxations (except payment of application fee for SC / ST / PwBD candidates) shall be available for the candidates.

- c. The Caste / Disability Certificate should be strictly in the format available on the BEL website failing which, candidates will be considered under 'General' category, provided they are otherwise meeting all other criteria stipulated for General Candidates.
- d. Request for change of Mailing address / E-mail ID / Category / Discipline as declared in the online application will not be entertained.
- e. Candidates may go through all instructions and eligibility criteria carefully before remitting Application Fee and submitting the application. Fee once paid will not be refunded.
- f. All future correspondence with candidates shall be done through e-mail only. BEL will not be responsible for bouncing of any e-mail sent to the candidate.
- g. Candidates employed in Central / State Government department, Central / State PSUs or Semi-Government Organization must produce No Objection Certificate (NOC) at the time of video-Interview. In case, the candidate fails to produce NOC from his / her present employer at the time of Video-Interview, his / her candidature will not be entertained.
- h. The prescribed qualification and other eligibility criteria are the minimum and mere possession for the same does not entitle candidates to appear in Selection process. BEL's decision shall be final in this regard.
- i. List of candidates shortlisted for Video-Interview and the list of candidate(s) selected for engagement for the above posts will be displayed in **Careers** section of www.bel-india.in
- j. There will be no separate communication to any candidates on their non-selection at any stage.
- k. The posts indicated above may vary based on the actual requirement at the time of selection. Canvassing in any form will result in disqualification. BEL reserves the right to debar / disqualify any candidate at any stage of the selection process for any reason what so ever.
- l. Any revision, clarification, addendum, corrigendum, time extension etc. to the above advertisement will be hosted on the careers section of BEL website and no separate notification will be issued in the press. Candidates are advised to visit the website regularly to keep themselves updated.
