

BHARAT ELECTRONICS LIMITED
(A Govt. of India Enterprise under the Ministry of Defence)



Advt. No. 17556/HR/Recruitment/CC/2024 dated 09.10.2024

Bharat Electronics Limited (BEL) a Navaratna Company and India's premier Professional Electronics Company with a portfolio of over 350 different products in the areas of Military Communication, Radars, Naval Systems, C4I Systems, Weapon Systems, Homeland Security, Telecom and Broadcast, Electronic Warfare, Tank Electronics and Electro Optics. Corporate Communications Division, Corporate Office requires the following personnel on temporary basis:

Sl No	Post	No. of Posts	Qualification	Minimum post qualification experience	Upper age limit	Reservation	Relevant experience
				as on 01.10.2024			
1	Project Officer/ Content Creation	1 Post	MBA in any specialization from a recognized University / Institution / College with Pass Class.	2 years relevant Post qualification experience	32 Years	UR – 02 OBC (NCL) – 02	Audio, Video Content Creation with hands on editing experience in Video, Audio & Editing Software
2	Project Officer/ Social Media Or Digital Media management	1 Post					Social media /Digital media Management
3	Project Officer/ Graphics Designing	1 Post					Graphics Designing, Visual Designing with hands on experience in the latest Visual, Graphics Designing tools, Softwares.
4	Project Officer/ Event Management	1 Post					Event Management

For PwBD (Person with Benchmark Disability) candidates, reservation will be as per Government guidelines.

The Resources will be engaged in the following areas:

- Social Media Management
- Manage the Exhibitions
- Events Management
- Website Development & Management

- Advertisement Management
- Video content creation
- Digital Media Management
- Graphic Designing
- Content/ Technical Writing

1.0 TERMS OF ENGAGEMENT & ALLOWANCE:

Project Officer – I: Project Officer will be engaged initially for a period of THREE years which may be extended by one more year (maximum of Four years) based on business requirement and individual's performance.

Year	Consolidated remuneration p.m.	Additional benefits payable
1st year	Rs. 40,000/-	Rs.12,000/- per year towards insurance premium, attire allowance, stitching charges, footwear allowance, etc.
2nd year	Rs. 45,000/-	
3rd year	Rs. 50,000/-	
4th year	Rs. 55,000/-	

RETENTION BONUS : Project Officer-I who completes overall tenure of 4 years will be entitled for Retention Bonus of Rs.25,000/- for every completed year. The retention bonus will be payable at the end of 4 years i.e.Rs.1,00,000/-

2.0 Upper Age limit as on 01.10.2024 :

Project Officer: The age limit should be not more than 32 years for General candidates.

- The upper age limit will be relaxable for OBC candidates by 03 years. For candidates belonging to PwBD category having minimum 40% disability or more will get 10 years' relaxation in addition to the relaxation applicable to the categories mentioned above.
- SSLC/SSC/ISC mark card and any other valid document will be considered as proof of date of birth.

Please Note:

- Candidates seeking age relaxation will be required to attach copy of relevant certificate along with application and produce in original in case of selection or furnish it at any subsequent stage of the process for verification.
- The application of the candidates not meeting the prescribed age criteria will be rejected / cancelled without any prior intimation.
- Candidates belonging to OBC category (Non creamy layer) should produce the certificate issued on or after 01.10.2023.

3.0 EDUCATIONAL QUALIFICATION:

- Project Officer:**

MBA in any specialization from a recognized University / Institution / College.

Please Note:

- a) For all the posts indicated, the candidates should have qualified from UGC approved college/Institute or recognized University.
- b) Candidates applying for the above indicated posts should have possessed Pass Class in MBA.
- c) Candidates have to compulsorily attach the Provisional / Final Degree Certificate as proof of completion of Degree and indication of Class and percentage of marks.
- d) Candidate's application without the relevant prescribed documents mentioned will be rejected / cancelled without any prior intimation.

4.0 POST QUALIFICATION EXPERIENCE AS ON 01.10.2024:

- a) **Project Officer** : Candidates should possess minimum '**Two years**' of relevant industrial experience as brought out in Page No. 1

Please Note:

- a) Candidates possessing relevant Industrial post qualification experience only need to apply.
- b) Academy/internship/project work placements which are part of academic curriculum will not be considered as experience. Work experience prior to completion of MBA will not qualify as relevant Post Qualification Experience.
- c) Candidate should possess Experience certificates/Documents issued by the previous and present employer clearly indicating period of employment and post held.
- d) The decision of the Selection Committee with respect to industrial 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.

5.0 SELECTION PROCEDURE:

- a) Candidates should meet the eligibility criteria as specified in the advertisement. Candidates who meet the eligible criteria will be called for Written Test at Bangalore for 85 marks followed by Interview for 15 marks in the ratio of 1:5.
- b) Intimation on conducting written test and interview will be sent to E-mail ID provided by the candidate. Candidates are required to comply with the instructions indicated therein. The results of the final selection will be available on BEL website. BEL is not responsible for bounce back or non-receipt of mail by the candidate.

6.0 HOW TO APPLY:

- a) Candidates who are desirous of applying for the above posts indicated in the advertisement may apply online by clicking the link provided against the advertisement and click on <https://jobapply.in/bel2024CCBNG>. **The last date to submit online applications is 30.10.2024.**
- b) Candidates are required to read all the instructions given in the advertisement and 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.
- c) In case a candidate submits more than one application for the same post, the application against which bank challan is deposited shall only be considered. Further, if a candidate submits two applications with bank challan for the same posts, the application with the latest registration number shall only be considered.

- d) If candidates are engaged in BEL, they shall submit prior intimation to their respective SBU/Unit HR.
- e) Candidates who are already working as Project Engineers/ Officer in any of the Units of BEL are not eligible to apply to the lateral posts. However, candidates who are working as Trainee Engineers/ Officers and fulfill the eligibility criteria as per the advertisement can apply for the post of Project Officer-I.

7.0 APPLICATION FEES :

Post	Application Fee	Exemption
Project Officer	Rs.400/- + 18% GST	Candidates belonging to SC, ST & PwBD categories are exempted from payment of application fee.

- a) The application fee should be remitted through SBI Collect (through online). Candidates are requested to read the details and screenshots for making the payment.
- b) 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.
- c) General/OBC 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.
- d) Candidates may go through all instructions and eligibility criteria carefully before remitting Application
- e) Fee and submitting the application. **Fee once paid will not be refunded.**
- f) SBI Collect link (<https://www.onlinesbi.com/sbicollect/icollecthome.htm?corpID=14842>) will be active from 09.10.2024 to 30.10.2024 for application fee payment.

8.0 DOCUMENTS TO BE UPLOADED BY CANDIDATES WHILE SUBMITTING ONLINE APPLICATION:

- a) Scanned Passport size photo
- b) SSLC/SSC/ISC marks card or any other valid document as proof of date of birth.
- c) Final degree/Provisional Degree certificate of relevant qualification.
- d) Proof of norms for CGPA/DGPA/OGPA or letter grade/document for percentage/class issued by university/Institution/College.
- e) OBC Caste/Disability certificate in case of candidates belonging to OBC/PwBD respectively.
- f) Post qualification work experience certificate/s from previous / current employer.
- g) Candidates employed on permanent/Fixed term basis in Government / Quasi Government and Public Sectors undertaking should compulsorily submit the ‘**No Objection Certificate**’ along with the application.
- h) In case of candidates employed on temporary basis in Government / Quasi Government and Public Sectors undertaking should compulsorily submit Offer of Appointment and latest payslip.

9.0 GENERAL:

- a) Only Indian nationals can apply for the posts.
- b) The number of posts indicated above, may vary based on the actual requirement at the time of selection. Application data incomplete, not in prescribed format, without the required enclosures will be summarily rejected without assigning any reason and no correspondence in this regard will be entertained.
- c) Candidates are advised to carefully read the full advertisement for details of eligibility criteria and selection modalities before submission of application.
- d) The candidates should be willing to travel across the country based on the project requirement. Candidates may be posted anywhere in India at any point of time. Hence, candidates who are desirous of applying for the posts should be willing to relocate based on the project requirement across India.
- e) Application of the candidate without fee payment (Except for SC/ST/PwBD) will be rejected/cancelled without any prior intimation.
- f) All information submitted in the application will be verified with the original documents at the time of document verification or at any stage of the recruitment process. Candidature is liable to be rejected after joining, if any information provided by the candidate is not found in conformity with the criteria mentioned in the advertisement. The candidature is also liable for rejection at any stage if BEL comes across any evidence/knowledge that the qualification, experience and any other particulars indicated in the application / other forms / formats are not recognized / false / misleading and/or amounts to suppression of information/particulars which should have been brought to the notice of BEL.
- g) There will be no separate communication to any candidates on their non-selection at any stage.
- h) Mere submission of application does not guarantee the adequacy of the candidature for being considered for the selection process.
- i) Decision of BEL in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, qualification and other eligibility norms will be final and binding on the candidate.
- j) Applicants should have sound health. No relaxation in health standard is allowed. Appointment of selected candidates will be subject to submitting medical fitness certificate from a Medical Officer not below the rank of Civil Surgeon / Assistant Surgeon at the time of joining.
- k) Selected candidates are required to be covered under Medical Insurance scheme for a sum of Rs.2 lakhs per annum for medical cover and Rs. 5 lakhs for Life cover and submit the same at the time of joining.
- l) BEL reserves the right to debar / disqualify any candidate at any stage of the selection process for any reason what so ever.
- m) BEL reserves the right to cancel/restrict/enlarge/modify/alter the recruitment / selection process, if need so arises, without issuing any further notice or assigning any reason thereafter.
- n) Canvassing in any form will result in disqualification.

BEL has a robust and transparent recruitment process where the selection criteria is purely based on merit of the candidate. BEL does not demand or charge any fee or request for money deposits at any stage of the recruitment process other than the application fee mentioned in this advertisement. We urge job seekers not to be misled by any communication made by fraudsters purporting to be representatives of our Company and demanding payment in lieu of employment in BEL. The Company is not liable for any loss that may ensue from such fraudulent actions.

BEL reserves its right to take legal action including criminal action against such fraudsters.

The last date to submit the online application is 30.10.2024

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

For queries related to advertisement & payment of application fee, contact us at corprec@bel.co.in or 080-25039300.