



## BHARAT ELECTRONICS LIMITED

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

Advt no: 12949/GAD/EAT/01

Bharat Electronics Limited, a Navaratna Company and India's premier Professional Electronics Company requires the following personnel for its Ghaziabad Unit on permanent basis:

### 1. POSTS:

Sl no (1)	Post (2)	Qualification (3)	Discipline/Trade (4)	No of posts (5)	Reservation pattern (6)	Grade/Career path/Pay scale (7)
1	Engineering Assistant Trainee (EAT)	3 YEARS Diploma in Engineering from a recognized Institution	Electronics	10	UR-06 OBC-02 SC-02	Grade :WG-VII/CP-VI Pay scale :Rs.24,500-3%- Rs.90,000/-+admissible allowances
			Mechanical	3	UR-01 OBC-01 EWS-01	

Engineering Assistant Trainees (EAT) will undergo training for an initial period of six months during which they will be paid stipend of Rs. 10,000/- pm. On successful completion of the training and on passing the gradation test they will be placed in the regular pay scales indicated above.

Note: Reservation for PWD will be as per Government guidelines.

### 2.0 ELIGIBILITY CRITERIA:

2.1 NATIONALITY: Candidate must be a citizen of India.

2.2 a) Age (as on 31.07.2022)

Sl. No.	POST	Upper age limit (as on 31.07.2022 )
01	Engineering Assistant Trainee (EAT)	28 Years

The upper age limit specified is applicable to General Category candidates.



b) Relaxation of upper age limit:

Sl. No.	Category	Upper age limit (as on 31.07.2022)
1	Other Backward Classes (Non-Creamy Layer)	31 Years
2	Scheduled Caste/ Schedule Tribe	33 Years
3	Persons with disability (PWD) having minimum 40% disability	38 Years

d) Candidates seeking age relaxation will be required to attach copy of necessary certificate(s) along with application and submit in original at the time of Written Test or/and at any subsequent stage of the process for verification.

e) The EWS/ 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.

f) For candidates belonging to Persons with Disability (PWD) category having minimum 40% disability category will get 10 (ten) years relaxation in addition to the relaxation applicable to SC/ST/OBC mentioned above.

g) Relaxation in age will be applicable to the Ex- Servicemen as per Government guidelines.

### 3.0 JOB RESPONSIBILITIES:

**EAT Electronics:** The candidate should have knowledge of Electronic Components & Communication Devices, Analog/Digital Circuits/Microprocessor & Microcontroller. He/She should be able to read and analyze the electronic diagrams/engineering drawings. The candidate would be required to carry out testing/ trouble shooting of PCB's Modules, electronic subsystems and systems. Operational knowledge of various electronic instruments like Multimeter, Oscilloscope, Signal Generator, Pulse Generator, etc. used in Electronics field is essential. The candidate should have good communication skills. He/ She should be able to interact with customer/customer inspector to get the items inspected/accepted. The candidate should have capability to work independently and supervise and guide the team/supporting staff. He/ She should be conversant in use of computers and MS-Office (MS-word, MS-Excel, etc). The candidate would be required to frequently travel to various field sites for installation, commissioning, maintenance and trouble shooting of equipment or any other work as assigned by senior.



**EAT Mechanical :** The candidates should have knowledge of Engineering Materials. Engineering drawings, Production/Manufacturing Process, Metrology tools, Instruments and Gauges, etc. He/ She should be conversant in use of computers and MS-Office (MS-word, MS-Excel, etc)..The candidates should have the understanding of Production Planning and control. The candidate should have good communication skills and should be able to interact with customer/customer inspectors, to get the items inspected and accepted. The candidate should have the capability to work independently and supervise & guide the team/ supporting staff. He/ She would be frequently required to travel to various field sites for installation, commissioning, maintenance and trouble shooting of equipment or any other work as assigned by senior. The knowledge of AUTOCAD and 3D Modeling software is desirable.

#### **4.0 EDUCATIONAL QUALIFICATION:**

4.1 All Educational qualifications mentioned in column (3) of Sl. No. 1.0 - Posts should be from a recognized University/Institution/College.

4.2 The candidate must possess all valid mark-sheets/ Final Certificate/ Convocation Certificate.

4.3 In case there is no mention of specialization in the Final Certificate/ Convocation Certificate as required in the minimum essential educational qualification, candidates are required to submit in original along with photocopies of certificate from University/Institution/College at the time of document verification with a clear mention of the specialization in the Revised Final Certificate/ Convocation Certificate or any other related document signed by competent authority of College/University.

4.4 Minimum percentage of marks:

Sl. No.	POST	Minimum Percentage of Marks
01	Engineering Assistant Trainee (EAT)	<b>General/EWS/OBC-60% aggregate, SC/ST/PWD- 50% aggregate</b>

**5.0 EXPERIENCE:** Nil

**6.0 REGISTRATION IN UP EMPLOYMENT EXCHANGE IS MANDATORY:** The Employment Exchange registration should be valid and active as on 31.08.2022. The Expired/ Inactive Employment Exchange registration card will not be considered.

**7.0 METHOD OF SELECTION:** The candidates meeting the criteria will be provisionally shortlisted for the selection process. The eligible candidates will be required to appear for written test. Based on the marks in the written test, provisionally shortlisted/ selected candidates will be called for document verification.



**8.0 PAY & ALLOWANCES:** Selected candidates will be inducted in the pay scales as mentioned at, *Column 7 of SL No. 1.0- Posts*. Engineering Assistant Trainees (EAT) will undergo training for an initial period of six months during which they will be paid stipend of 10,000 /-pm. On successful completion of the training and on passing the gradation test they will be placed on the regular pay scales.

In addition to Basic Pay, other allowance like Dearness Allowance, Perquisites at the rate of 30% on annual basic pay, reimbursement of medical expenses, Group Insurance, PF, Pension, Gratuity etc. as per company rules will be a part of remuneration package.

### **9.0 APPLICATION FEE:**

- a) Candidates belonging to GEN/OBC/EWS category are required to pay an application fee of Rs. 250+ 18% GST = Rs. 295 (in total)
  - i. SC/ST/PWD/Ex-servicemen candidates are exempted from paying application fee.
  - ii. Application fee is non-refundable.
  - iii. Candidates may go through all the instructions and eligibility criteria carefully before remitting the Application Fee.
  - iv. Application fee needs to be remitted through online mode i.e. SBI Collect.

### **INSTRUCTIONS FOR MAKING PAYMENT:**

Click on the Payment link available in BEL Website OR

- 1) Go to [www.onlinesbi.com](http://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 PSU- Public Sector Undertaking: - Bharat Electronics Limited and Press Submit.
- 5) Select payment category :- (Name of the post: Recruitment of Non-Executives for Ghaziabad Unit, BEL)
- 6) Complete the payment as explained above.
- 7) Save & take a print/ Screenshot of the payment receipt and attach it with the application form.
- 8) Detailed instructions along with the screenshots are provided with the advertisement.

Candidates have to mention the “**SBI Collect Reference Number**” generated after making payment, in the Application Form.

### **10.0 HOW TO APPLY:**

(a) Candidates who meet the above requirement may fill in the application form using online link provided at BEL Website [www.bel-india.in](http://www.bel-india.in) . Online link will be open to apply on 15.08.2022 (AM)

(b) Before applying for the post, the candidates should ensure that he/she fulfills the eligibility criteria mentioned in the advertisement. No manual/paper application will be entertained. No hard copy application will be accepted.



## 11.0 GENERAL INSTRUCTIONS:

- 1) Only those candidates who meet all the aforementioned eligibility criteria for the post shall be called for Written Test. However, the candidature of the applicant will be provisional and subject to verification of Certificates/Testimonials submitted by him/her.
- 2) Admit card for provisionally eligible candidates for the Written Test can be downloaded from the website. Please note that the admit card will not be sent by post.
- 3) Candidates working in Government/Quasi Government/ Public Sector Organization are required to produce “**NO OBJECTION CERTIFICATE**” at the time of Document Verification. In case the candidate fails to do so, his/her candidature will be disqualified.
- 4) The qualification mentioned in the advertisement should be from a recognized Institution/ Board/ Council/ University. Wherever CGPA/OGPA/DGPA or Letter Grade in the Final/ Convocation Certificate is awarded, its equivalent percentage of marks must be indicated in the application form as per adopted by University/Institute. Proof of norms adopted by the Institution/ Board/ Council/ University to convert CGPA/ OGPA/DGPA into percentage is to be submitted at the time of document verification.
- 5) The candidates have to produce a valid photo identity proof such as Aadhar card/Voter Id-card/Passport/Driving License etc while appearing for the Written Test.
- 6) Applicants should have sound health. No relaxation in health standard is allowed. Appointment of selected candidates will be subject to their being found medically fit in the Pre-employment Medical Examination to be conducted as per Norms & Standards of Medical Fitness.
- 7) All outstation SC/ST/PWD/Ex-servicemen candidates called for Written Test shall be reimbursed Travelling allowance to and fro (II Class) from their correspondence address/place of work in India on production of actual tickets by the shortest route. It may also be noted that bank account details, railway/bus ticket for onward journey and self attested SC/ST/PWD Certificate to be provided at the time of Written Test in order to make Travelling Allowance payment after verification of relevant documents submitted by the candidates. The SC/ST/PWD/Ex-servicemen candidates claiming TA for travel have to produce original Caste/ Disability Certificate. Reimbursement will be made at a later date through ECS.
- 8) Local Travel cost, if any, shall be borne by the candidates.
- 9) Request for change of category (GENERAL/SC/ST/OBC/EWS/PWD/Ex-servicemen) once declared in the online application will not be entertained.
- 10) **Reservation/Relaxation/Concession for OBC Non Creamy Layer (NCL) candidates** will be subject to submission of attested copy of OBC (NCL) certificate along with declaration in the format prescribed by the Govt. of India for “ Appointment in Central Govt. Posts” issued by the Competent Authority\*\*\* at the time of document verification. Income Certificate will not be considered as OBC Certificate. (Prescribed formats are made available on the website : [www.bel-india.in](http://www.bel-india.in)).



- 11) EWS Certificate issued for the year 2021-22 by the Competent Authority\*\*\* will be considered. (Prescribed formats are made available on the website: [www.bel-india.in](http://www.bel-india.in))
- 12) Relaxation in age will be applicable to the Ex-servicemen as per Government guidelines.
- 13) In the event, if any applicant has litigated with his/her employer or BEL in the past, the same should be clearly mentioned in the online application in brief.
- 14) Online applications that are incomplete and without any prescribed fee, will be summarily rejected without assigning any reasons and no correspondence in this regard will be entertained.
- 15) Candidates are required to possess one valid and active e-mail id, which is to be mentioned in the online application form. Information pertaining to the written test and other correspondence will be sent by e-mail to the email ID furnished by the candidate. Under no circumstance candidate should share e-mail ID of any other person. BEL will not be responsible for bouncing of any e-mail sent to the candidates. No change in the e-mail ID or mobile number will be allowed once entered.
- 16) Not more than one application should be submitted by any candidate. In case of multiple applications, only latest valid (completed) application will be retained and the application fee paid for the other application will stand forfeited.
- 17) There is no provision for re-checking/re-evaluation of OMR Sheets.
- 18) Mobile phones/pagers/iPad/iPod/Tablets/Calculators or any other such electronic device is strictly prohibited inside the examination hall. Candidates are advised not to carry the same to the examination hall. Possession of any electronic device inside the examination hall may lead to disqualification of candidature of the candidate.
- 19) Decision of BEL in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, qualifications and other eligibility norms will be final and binding on the candidate.
- 20) The candidature at all stages of the selection process shall be provisional in nature. Mere fulfilling the minimum requirement of qualification will not vest any right on the candidates to be called for the Written Test.
- 21) BEL reserves the right to change (cancel/modify/add) any of the criteria, method of selection and number of posts, indicated above based on the actual requirement at the time of selection.
- 22) Candidature is liable to be rejected at any stage of selection process or after joining, if any information provided by the candidate is found not 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/declarations are not recognized/false/misleading and/or amounts to suppression of information/particulars which should have been brought to the notice of BEL.





23) 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 whatsoever, if the candidate is not considerable suitable.

24) In case any dispute arises on account of interpretation of clauses in any version of this advertisement other than English, the English version available on BEL website shall prevail.

25) Any resulting dispute arising out of this advertisement including the recruitment process shall be subjected to the sole jurisdiction of the Courts situated at Uttar Pradesh.

26) All further announcements/details pertaining to this process will be published/provided on BEL website: [www.bel-india.in](http://www.bel-india.in) from time to time.

27) Based on the marks in the written test, provisionally shortlisted/ selected candidates will be called for document verification. The candidates have to produce the original documents and submit the self-attested copies of the following documents:

- i. Recent color passport size photograph.
- ii. SSLC/SSC/ISC marks card and any other valid document as proof of date of birth.
- iii. Candidates belonging to SC/ST/OBC/PWD/EWS need to submit their certificate in the prescribed format.
- iv. Candidates belonging to OBC category are required to submit the Community Certificate in the prescribed format issued by the Competent Authority \*\*\* on or after 31.08.2021 and EWS Certificate issued for the year 2021-22 by the Competent Authority\*\*\* shall be accepted. (Prescribed formats are made available on the website: [www.bel-india.in](http://www.bel-india.in)).
- v. Candidates with relevant disability of not less than 40 percent only will be eligible for reservation and relaxation as PWD. Disability certificate should be issued by the Medical Board in the prescribed format. (Prescribed formats are made available on the website: [www.bel-india.in](http://www.bel-india.in)).
- vi. No Objection Certificate from your present employer (if employed in Govt./Quasi Govt./PSU) if applicable.
- vii. Ex-servicemen candidates applying for the posts have to upload Discharge book issued by the Indian Armed Forces (Army/Navy/Air Force) Concerned Authorities.
- viii. Proof of norms adopted by the University/Institute to convert CGPA into percentage if applicable.
- ix. Marks Card of each academic year/semester in Diploma in Engineering as applicable.
- x. Final Certificate/Convocation Certificate pertaining to completion of Diploma in Engineering issued by the Competent Authority/Board.
- xi. Valid employment registration card in Employment Exchange of U.P. State.

For any further clarification please contact at email Id: [belgzb1@jobapply.in](mailto:belgzb1@jobapply.in)



**Important dates:**

Start of application	15.08.2022 (AM)
Last date of application	05.09.2022(PM)
Date for written test	Will be intimated later

\*\*\* Other Backward Class Certificate (Non-creamy layer) and the Income and Asset Certificate for EWS issued by any one of the following authorities in the prescribed format shall only be accepted as proof of candidate's claim as belonging to OBC/EWS:-

- i. District Magistrate/ Additional District Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ 1<sup>st</sup> Class Stipendiary Magistrate/ Sub-Divisional Magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner.
- ii. Chief Presidency Magistrate/Additional Chief Presidency Magistrate/ Presidency Magistrate.
- iii. Revenue Officer not below the rank of Tahsildar and
- iv. Sub-Divisional Officer or the area where the candidate and/or his family normally resides.