

Bharat Electronics Limited, a Navratna category Central Public Sector Enterprise and India's leading professional Electronics Company, under Ministry of Defence, Government of India requires Non-Executives for the post of Havildar (Security) for its Manufacturing Unit at Pune.

I. POSTS:

| Post | Qualification | Experience as on 01.01.2025 | Upper age limit as on 01.01.2025 | No. of Posts | Reservation | Grade/Career Path/Pay Scale |
|---------------------|---------------|---|----------------------------------|--------------|---------------------------|---|
| Havildar (Security) | SSLC | 15 Years Service rendered in the Armed forces | 43 Years | 2 | UR - 01 OBC (NCL) - 01 | WG-III/CP-III Rs. 20500-3%-79000+ Admissible Perks / Allowances CTC- Rs 5.11 Lakhs (Approx.) |

II. ELIGIBILITY CRITERIA:

1. The upper age limit specified is applicable to General Category candidates.
2. Relaxation of Upper age limit:

| Category | Age Relaxation |
|---|----------------|
| Other Backward Classes (Non Creamy Layer) | 3 Years |

3. Candidates seeking age relaxation for Havildar (Security) posts will be required to attach copy of necessary certificate(s) along with application and submit in original at the time of Physical Endurance Test / Written Test and at any subsequent stage of the process for verification.
4. For the post of Havildar (Security), SC/ST/EWS candidates will be considered at par with UR criteria.
5. Candidates must have an "Exemplary" character and Medical Category must be SHAPE – 1
A copy of Discharge Book to be uploaded along with application.
6. Training in Fire Fighting and possession of driving license with relevant experience is desirable. Copy of the Fire Fighting Training certificate / driving license is to be uploaded with the application form.
7. Ability to speak, read and write in Marathi is Mandatory.
8. Ability to speak, read and write in English and Hindi Language and knowledge of Computer literacy is desirable.
9. **CANDIDATES WILL HAVE TO BE COMPULSORY REGISTERED WITH ANY OF THE DSWB (District Sainik Welfare Board) IN MAHARASHTRA (Essential Requirement).**
10. Candidates shall bring their original Discharge book, PPO-Pension Payment Order and all original certificates at the time of Physical/Written Test for scrutiny without which they will not be allowed to participate in the Physical/Written Test.
11. The Reservation is 100% for Ex-Servicemen.

III. METHOD OF SELECTION: Eligible candidates meeting the criteria will be called for a Physical Endurance Test. Physical Endurance Test and Written Test shall be conducted. The Physical Endurance tests will be qualifying in nature and the selection committee will conduct such tests prior to the Written Test. The candidates who qualify in the Physical Endurance Test will be allowed to take up the Written Test. Candidates will be selected based on the marks secured in the Written Test, in the order of merit.

(A) Physical Endurance Test:

1. Self-declaration for participation in Physical Endurance Test is to be submitted by all applicants. Form will be made available by BEL on the day of test. Physical Endurance Tests will comprise of qualifying nature and will comprise of the following:

- A) 800 Meters running - (Within 3 Minutes 30 Seconds)
- B) Minimum 20 Sit-Up
- C) Minimum 20 Push-Up
- D) Minimum 05 Chin-up

- 2. Candidates who qualify in the Physical Endurance Test will be shortlisted for written test.
- 3. Final merit list will be drawn in the order of merit in the written test (Category Wise).
- 4. Physical Endurance Test and Written Test will be held at Pune only.

(B) Written Test:

The candidates meeting the eligibility criteria will be provisionally shortlisted for the selection process. The eligible candidates will be required to appear for Written Test for 150 marks consisting of:

Part I: General Aptitude and Awareness: 50 Marks – comprises 50 questions of one mark each of general mental ability, aptitude, logical reasoning, analytical comprehension ability, basic numeracy, data interpretation skills and general knowledge.

Part II: Technical / Trade Aptitude: 100 marks – comprises 100 questions of one mark each consists of English Language/Technical/Professional knowledge Tests with 100 questions.

- 1. All candidates shall secure 35% as qualifying marks in written test.
- 2. The candidates meeting the eligibility criteria and other conditions will be shortlisted for Written Test. Call letters will be sent to the e-mail IDs of eligible candidates for attending the Physical Endurance Test. BEL will not be responsible for bouncing of any e-mail sent to the candidate.
- 3. Candidates who qualify in the Physical Endurance Test will be shortlisted for Written Test.
- 4. Date, time and exam center details of the Written Test will be intimated by e-mail in due course.
- 5. Obtaining minimum qualifying marks in the Written Test does not confer any right or claim by the candidate for being shortlisted for the final selection, as the same is related to number of positions, reservation position, ratio applied and relative performance in respective categories and subject to meeting the eligibility criteria and other parameters.

IV. EDUCATIONAL QUALIFICATION:

- 1. The educational Qualification should be SSLC (Pass) from a recognized Board/Institution.
- 2. The candidate must possess all valid mark sheets/Certificate.

3. Minimum percentage of marks in SSLC:

| Post | Minimum percentage of Marks / Class |
|---------------------|-------------------------------------|
| Havildar (Security) | Pass Class |

V. PAY & ALLOWANCES:

Selected candidates will be inducted in the pay scale of WG-III/CP-III Rs. 20500-3%-79000 as mentioned in Page 1. In addition to Basic Pay, other allowance like Dearness Allowance, House Rent Allowance, Perquisites at the rate of 30% of the annual basic pay, reimbursement of medical expenses, Group Insurance, PF, Pension, Gratuity etc. as per Company rules will be a part of remuneration package.

VI. HOW TO APPLY:

- (a) Candidates who meet the above requirement have to fill in the application form using online link provided in the BEL Website www.bel-india.in Online link will be open to apply from 08.01.2025/Wednesday.
- (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.
- (c) Documents needs to be uploaded by candidates while submitting Online Application:
 - 1) Birth date proof – Birth Certificate or Marks Sheet issued by Board for Matriculation with clear mention of Date of Birth on it.
 - 2) Self-attested SSLC Marks Card for proof of age & 12th Std. Marks Card
 - 3) Recent Scanned color passport size photograph and Signature
 - 4) Discharge book in respect of candidates from the Armed Forces.
 - 5) Certificate from the previous employer after Discharge from the Indian Army/ Navy/ Air Force, if any.
 - 6) Candidates need to upload their latest caste certificate in the prescribed format and relevant certificates, Pension Payment Order (PPO), Last pay certificate (LPC).
 - 7) No Objection Certificate from your present employer (if employed in Govt/Quasi Govt/PSU) if applicable.
 - 8) Valid registration card of District Sainik Welfare Board in Maharashtra State.
 - 9) Fire Fighting Training certificate / Experience Certificate, if any.
 - 10) Identity Proof (Aadhaar card / Driving License / Voter ID).

VII. APPLICATION FEE: NIL

VIII. GENERAL INSTRUCTIONS:

- 1) Only Indian nationals need to apply. Candidate must be a citizen of India.
- 2) Before applying for the post, the candidates should ensure that they fulfill the eligibility criteria mentioned in the advertisement.
- 3) The number of posts indicated above may vary based on the actual requirement at the time of selection.

- 4) Applications that are incomplete, without the required/mandatory enclosures/attachments will be summarily rejected without assigning any reason and no correspondence in this regard will be entertained. There will be no separate communication to any candidates on their non-consideration at any stage of the selection process.
- 5) The above opening is for Bharat Electronics Limited, NDA Road, Pashan, Pune-411021. However, selected candidate may be required to serve in any other unit/office/other location/s also, if need arises, as per Company's requirement.
- 6) Only those candidates who meet all the above mentioned eligibility criteria for the post shall be called for Physical & Written Test. However, the candidature of the applicant will be provisional and subject to verification of Certificates/Testimonials submitted by him/her.
- 7) Candidates working in Government/Semi 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 candidature will be disqualified.
- 8) 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 norms 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.
- 9) Candidates belonging to OBC (NCL) category are required to submit the Caste Certificate in the prescribed format issued by the Competent Authority for applying for posts under the Government of India on or after 01.01.2024. Income Certificate will not be considered as OBC Certificate. (Prescribed formats are made available on the website: www.bel-india.in).
- 10) 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 by our Company Medical Authorities. The candidate who is called to report on selection should get himself/herself medically examined by a Civil Surgeon/Asst. Civil Surgeon of District Government Hospital and submit the medical report as per the requirement of the Company.
- 11) All outstation SC/ST candidates called for Physical & Written Test for Non-Executive posts, will be reimbursed actual fare subject to Sleeper class train fare by shortest route. The shortest route for this purpose will be the distance between the place which was declared as correspondence address in the application form and Pune or the distance from where the actual journey commenced to Pune, whichever is nearer. It may also be noted that bank account details, railway/bus ticket for onward journey and self-attested SC/ST 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. Reimbursement will be made at a later date through ECS.
- 12) Local Travel cost, if any, shall be borne by the candidates.
- 13) Request for change of category (GENERAL/SC/ST/OBC/EWS) once declared in the application will not be entertained.
- 14) Candidates from SC/ST category applying for UR post will be treated on par with UR criteria.
- 15) In the event 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.

- 16) 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 Physical & 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 email ID or mobile number will be allowed once entered.
- 17) 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.
- 18) Mobile phones/pagers/iPad/iPod/Tablets/DigitalWatch/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 and experience will not vest any right on the candidates to be called for the Written Test.
- 21) Management reserves the right to increase or decrease the vacancies and also cancel/restrict /enlarge/modify/alter the recruitment/selection process if need so arises, without issuing any further notice or assigning any reason thereafter.
- 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 considered 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 subject to the sole jurisdiction of the Courts situated at Pune.
- 26) 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 the 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.

- 27) Any revision, clarification, addendum, corrigendum, time extension etc. to the above advertisement will be hosted on the career 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.
- 28) All further announcements / details pertaining to this process will be published / provided on BEL website: www.bel-india.in from time to time.

The last date for receipt of application is 29-01-2025.