



BEML Limited



(A Govt. of India Undertaking)

BEML Soudha, 23/1, 4th Main, Sampangirama Nagar, Bangalore-560 027, INDIA

SPECIAL RECRUITMENT DRIVE FOR PERSONS WITH DISABILITIES **(PWDs)**

BEML Limited, a pioneer in Multi Business (Mining & Construction, Rail & Metro, Aerospace, Dredger and Defence) Heavy Engineering Company with a Turnover of over Rs. 3500 Crores requires PWD candidates for the following posts for its various Manufacturing Units at Mysore, Bangalore, KGF, Palakkad and Marketing Division:

Sl. No	Post	T O T A L	O H	H H	V H	Post Qual. Exp. Reqd. (Yrs.)	Pay Scale/ CTC* (Rs.)	Upper Age Limit(Yrs.)**			Qualification (University/ Institution recognized by UGC/AICTE)
								G E N	O B C	SC / ST	
GROUP A		9	3	5	1						
1	Asst. Manager (Materials Management)	2	-	2	-	8	20600-46500 (7.92 Lakhs)	35	38	40	Degree in Engineering in Mechanical / Automobile/ Production discipline.
2	Asst. Manager (HR)	2	1	-	1	8	20600-46500 (7.92 Lakhs)	35	38	40	Two years full time MBA (HR/IR)/ MSW or MA(Social Work with HR/IR) / Post Graduate Degree/ Diploma in Personnel Management & Industrial Relations of 2 yrs. full time course with specialization in IR/ HR with Labour Legislations. Degree in Law is desirable.
3	Asst. Manager (Finance)	2	-	2	-	8	20600-46500 (7.92 Lakhs)	35	38	40	Three years full time graduation degree with ICWA/ CA
4	Asst. Manager (Quality)	2	2	-	-	8	20600-46500 (7.92 Lakhs)	35	38	40	Degree in Engineering in Mechanical / Automobile/ Production/ Electrical discipline.
5	Asst. Manager (Civil)	1	-	1	-	8	20600-46500 (7.92 Lakhs)	35	38	40	Degree in Civil Engineering
GROUP B		22	4	15	3						
6	Officer (Finance & Audit)	6	1	5	-	4	16400-40500 (6.30 Lakhs)	32	35	37	Three years full time graduation degree with ICWA/ CA
7	Officer (Materials Management)	5	1	4	-	4	16400-40500 (6.30 Lakhs)	32	35	37	Degree in Engineering in Mechanical / Automobile/ Production discipline.
8	Assistant Officer (Civil)	2	-	2	-	1	12600-32500 (4.84 Lakhs)	31	34	36	Degree in Civil Engineering

Sl. No	Post	TOTAL	OH	HH	VH	Post Qual. Exp. Reqd. (Yrs.)	Pay Scale/ CTC* (Rs.)	Upper Age Limit(Yrs.)**			Qualification (University/ Institution recognized by UGC/AICTE)
								GEN	OBC	SC / ST	
9	Asst. Officer (HR)	1	-	-	1	1	12600-32500 (4.84 Lakhs)	31	34	36	Two years full time MBA (HR/IR)/ MSW or MA(Social Work with HR/IR) / Post Graduate Degree/ Diploma in Personnel Management & Industrial Relations of 2 yrs. full time course with specialization in IR/ HR with Labour Legislations. Degree in Law is desirable.
10	Assistant Officer (PR)	1	-	-	1	1	12600-32500 (4.84 Lakhs)	31	34	36	Graduate with a Post Graduate Degree/ Diploma in Public Relations/ Journalism/ Mass Communication (2 years full time)
11	Asst. Officer (Quality)	1	1	-	-	1	12600-32500 (4.84 Lakhs)	31	34	36	Degree in Engineering in Mechanical / Automobile/ Production/ Electrical discipline.
12	Assistant Officer (Rajbhasha)	1	-	-	1	1	12600-32500 (4.84 Lakhs)	31	34	36	Master Degree in Hindi or it's equivalent with English as a subject at the Degree Level.
13	Assistant Officer (Finance & Audit)	4	1	3	-	1	12600-32500 (4.84 Lakhs)	31	34	36	Three years full time graduation degree with Inter ICWA/ Inter CA
14	Assistant Officer (Materials Management)	1	-	1	-	1	12600-32500 (4.84 Lakhs)	31	34	36	Degree in Engineering in Mechanical / Automobile/ Production/ Electrical discipline.
GROUP C		6	-	6	-						
15	Lab Technician Trainees	1	-	1	-	2-3	7000-20000 ***	39	42	44	PUC/Inter in Science (10+2) with 2 years full time Diploma in Medical Lab.
16	Office Assistant Trainees	5	-	5	-	1-2	7000-20000 ***	39	42	44	Full time Graduate Degree / Diploma in Secretarial Practice with Proficiency in Computer application (min. six months course approved by DOEACC desirable) with typing skill is desirable. For stenographer, certificate in senior shorthand from recognized institute is essential.

Abbreviations used: OH-Orthopedically Handicapped, VH- Visually Handicapped, HH- Hearing Handicapped.

* The CTC is as applicable to Bangalore. Apart from CTC, the selected candidates will be eligible for medical benefits including hospitalization for self and family, group insurance, pension, PRP etc. as per eligibility.

** The above mentioned upper age limit is with applicable relaxation for SC/ST & OBC categories.

*** The pay scale is applicable on absorption after successful completion of 2 years Contract period. (During the contract period, eligible stipend will be paid.)

Scope of Work:

MATERIALS MANAGEMENT

Asst. Manager/Officer/ Asst. Officer

The incumbent should have post qualification experience in any engineering industry in the areas of Material Management functions such as purchase, stores, vendor development etc. The candidate should be capable of formulating policies and procedures in Materials Management functions. The candidate should preferably be conversant with ERP (SAP) based procurement tools like SCM, SRM etc and also the candidate should preferably be familiar with CVC guidelines of Public Sectors/ Govt. organizations.

HUMAN RESOURCE

Asst. Manager, Asst. Officer

The incumbent should have prescribed post qualification experience in working in a factory preferably engineering industries in the areas of Human Relations/ Industrial Relations, Compliance of statutory requirements including contract labour matters, implementation of HR Policies, Manpower Planning, Performance Management System, Training & Development, Welfare, General Administration etc.

FINANCE/ ACCOUNTS / AUDIT

Asst. Manager/ Officer/ Asst. Officer

The incumbent should have post qualification experience preferably in any large Engineering Industry in the areas of Treasury Management, consolidation & finalization of Accounts/ Internal Audit / Costing & Budgeting/ Pricing / Management of Receivables & Inventory/ Payroll, Provident Funds, Time Office functions etc.

QUALITY

Asst. Manager/ Asst. Officer

The incumbent should possess should have post qualification experience preferably in any large Engineering Industry in the areas of Quality Assurance related functions. The candidate shall be responsible for the quality of products & services both directly to the ultimate customer and internally between the departments and guiding the Unit heads in proper implementation of quality Systems. Adopting TQM Philosophy, ensuring product standards at all stages and completion, monitoring, evaluating and continuously improving the overall quality performance.

CIVIL

Asst. Manager, Asst. Officer

The incumbent should have post qualification experience in construction of Industrial Buildings/Hangars/Sheds, Roads, Civil foundation for equipment, estimation etc and should be able to execute the job. The candidate should be able to prepare independently bill of quantity, estimate, proposal, cost engineering and planning to meet the project objective.

RAJBHASHA

Asst. Officer

The incumbent shall be responsible for ensuring compliance with the provisions of the Official Languages Act and the rules including translation from English to Hindi or vice-versa preferably of technical, contractual documents/ literature etc and should have experience as above.

PUBLIC RELATIONS

Asst. Officer

The incumbent should have post qualification professional experience preferably in a large factory, in the areas such as :

- Creation of goodwill with customers, public and media
- Developing public image of the Company through Press / TV / AIR and other mass medias
- Organizing exhibitions, trade fairs and products, audio visual films etc.
- Capable of editing house journal / pamphlets dealing with activities in the field of R&D, Financial performance etc.,
- Capable of developing and maintaining good relations with other agencies including Government / Trade Associations

LAB TECHNICIAN TRAINEES:

The incumbent should have post qualification experience in relevant area in recognized Government/ PSU hospital/ Private Hospital.

They will be paid a consolidated stipend of Rs. 4500/-PM during the first year and Rs.5500/-PM during the second year of contract period.

OFFICE ASSISTANT TRAINEES:

The incumbent should have post qualification experience in various aspects related to office working.

They will be paid a consolidated stipend of Rs. 6000/-PM during the first year and Rs.7000/-PM during the second year of contract period.

GENERAL CONDITIONS:

- Only Indian Nationals may apply.
- Age, Qualification & Experience stipulated above should be as on **07.01.2015**.
- The upper age limit indicated above is with relaxation as applicable to PWD in line with Government guidelines. The upper age limit can be further relaxed subject to equivalent years of excess post qualification experience prescribed. However, the maximum age with relaxation shall not exceed 55 years.
- Candidates employed in Government / Quasi-Government / PSU, should send their online application through proper channel or compulsorily produce NOC at the time of test/interview as the case may be, as and when called.
- The candidates should ensure that he/she fulfills the eligibility criteria and other norms mentioned in the advertisement as on the specified dates and that the particulars furnished are correct in all respect. In case, it is detected at any stage of the recruitment process that a candidate doesn't fulfill the eligibility norms and/ or that he/ she has furnished any incorrect/ false information or has suppressed any material/ fact(s), his/ her candidature shall stand automatically cancelled. If any of the above shortcoming(s) is/ are detected even after appointment, his/ her services are liable to be terminated without notice.
- Mere meeting the conditions of the advertisement by the candidate(s) will not automatically entail them to be called for Test/ Interview/ Selection & Appointment.
- Management reserves the right to restrict the number of candidates.
- Management also reserves the right to cancel the advertisement and / or the selection process at its discretion.
- Candidates will have an option to answer/ reply in Hindi if so desired at the time of interview.
- Candidates are required to fill in all the columns furnishing the required details correctly in the ON-LINE APPLICATION.

- Intimation regarding interview etc., will be sent only through e-mail. Also the list of shortlisted/selected candidates for interview/final selection will be uploaded in Company's website.
- Out station candidates called for interview shall be entitled for reimbursement of travel expenses from the communication address as mentioned in the application to the venue of Interview, by the shortest route as per Company rules.
- **Internal candidates are not eligible to apply.**
- The candidates are required to apply ON-LINE only (which is mandatory), by clicking the "**Apply ON-LINE**" Link and after going through the prescribed guidelines and ensuring correctness of the data entered in the portal / form.
- The candidates can access the online application form in our career page at www.bemlindia.com. The online registration site would be available from **09.00 Hrs on 22.12.2014 to 17.45 Hrs on 07.01.2015**.
- Applications sent by post/ courier etc., will not be accepted and will be summarily rejected.
- Candidates working in Government/ Quasi Government / PSU etc are required to forward the print out of the online application as stated in the General Condition to
ASST. GENERAL MANAGER (HR),
Recruitment Cell,
BEML Soudha,
No.23/1, 4th Main Road,
S.R Nagar,
Bangalore -560027.
- For any queries in the matter, candidates may contact AGM(HR) , Recruitment Cell on **Phone No - 080 - 22963239 & Mail Id: recruitment@beml.co.in**

Date :17.12.2014

(Advt. No.KP/S/02/2014)