

BEML LIMITED

(A Govt. of India Mini Ratna company under the Ministry of Defence)
BEML Soudha, SR Nagar, Bangalore-560 027



SPECIAL RECRUITMENT DRIVE FOR PERSONS WITH DISABILITIES (PWDs) **FILLING UP BACKLOG VACANCIES**

BEML Limited, a pioneering Multi Business (Mining & Construction, Rail & Metro and Defence) Heavy Engineering Company is looking for PWD candidates in the area of **HR / Accounts & Audit / Public Relations / Rajbhasha/ Quality/ Civil** for their manufacturing plants at MYSORE, BANGALORE, KGF and MARKETING DIVISIONS.

HUMAN RESOURCE	
Grade -I, II, III, IV & V	Identified for VH (Partially Blind (PB)), OH (One Leg(OL)/ One Arm (OA)),
<u>Qualification</u> The candidates should possess Degree in MBA / Post Graduate Degree in Social Work / Personnel Management (2 years full time) with specialization in Industrial Relations/ HR / OB from institution of repute. Degree in Law is desirable.	
<u>Post Qualification Executive Experience / Job Profile</u> Candidate will be responsible for Manpower Planning, implementation of HR Policies and Practices, Contract labour Management, Employee Engagement, Training & Development, Performance Management System and will be required to provide HR & administrative support. Good Communication Skills & Team Membership would be a pre-requisite. Those having relevant experience in a large Engineering / Auto Industry will be given preference.	
Wage Group – B	Identified for VH (Partially Blind (PB))
<u>Qualification</u> The candidates should be a graduate from recognized University / Institution with Junior Typing with proven skills in Computer application for office management.	
<u>Post Qualification Experience/ Job Profile</u> Candidate should be able to operate office electronic gadgets and possess co-ordination skills, able to maintain cordial and effective interpersonal relation, proficient in dealing with customers and visitors etc. Candidate should have good communication skills.	
ACCOUNTS / AUDIT	
Grade-I, II & III	Identified for OH (One Leg(OL)/ One Arm (OA)), VH (Partially Blind (PB)) & HH (Partially Deaf (PD))
<u>Qualification</u> The Candidates should possess M.Com with Inter ICWA preferably with proven skills in Computer Application in the areas of Financial Management.	
<u>Post Qualification Executive Experience / Job Profile</u> Candidates should possess experience in Treasury Management, consolidation & finalization of Accounts / Internal Audit / Costing & Budgeting/ Pricing / Management of Receivables & Inventory. Those having relevant experience in a large Engineering / Auto Industry will be preferred. Also, the candidate (s) should be computer literate.	
Wage Group – B	Identified for VH (Partially Blind (PB))
<u>Qualification</u> The Candidates should possess B.Com degree with Junior Typing with proven skills in Computer application.	
<u>Post Qualification Experience/ Job Profile</u> The Candidate should have working knowledge of various aspects related to finance/accounts, should have good communication skills.	

PUBLIC RELATION	
Wage Group- B	Identified for VH (Partially Blind (PB)
<p><u>Qualification</u> The candidates should possess graduate degree from recognized University / Institution with Junior Typing with proven skills in Computer application.</p> <p><u>Post Qualification Experience/ Job Profile</u> Candidate should be able to operate office electronic gadgets and possess co-ordination skills, able to maintain cordial and effective interpersonal and public relation, proficient in dealing with customers and visitors etc. Candidate should have good communication skills. Candidate must have good speed in English typing.</p>	

RAJBHASHA (Official Language)	
Grade-I	Identified for VH (Partially Blind (PB)
<p><u>Qualification</u> Candidates should possess MA in Hindi with English as one of the elective subject at Graduate level OR MA in English with Hindi as one of the elective subject at Graduate level from a recognized University / Institution.</p> <p><u>Post Qualification Executive Experience / Job Profile</u> Teaching experience in organising / conducting Hindi classes / Experience in Translation from Hindi to English and vise-a-versa will be preferred. Liaisoning with external agencies with regard to implementation of Rajbhasha.</p>	
Wage Group – B	Identified for OH (One Leg(OL))
<p><u>Qualification</u> They should possess BA degree in Hindi from a recognized University / Institution with Junior Typing and proven skills in Computer application. .</p> <p><u>Post Qualification Experience/ Job Profile</u> Experience in conducting/ coordinating Hindi classes / Experience in Translation from Hindi to English and vise-a-versa will be preferred. Should have working knowledge of Computers.</p>	

QUALITY	
Grade-I, II & III	Identified for OH (One Leg(OL)/ One Arm (OA)) & HH (Partially Deaf (PD))
<p><u>Qualification</u> Candidates should possess Degree in Mechanical / Automobile/ Production/ Electrical from a recognized University / Institution with good academic track record.</p> <p><u>Post Qualification Executive Experience / Job Profile</u> Candidates should possess experience in Quality Assurance related functions of Manufacturing of Earth Moving equipments / Rail Product / Mining & Construction / Engineering Industries. The candidate is 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.</p>	

CIVIL	
Grade-I & II	Identified for HH (Partially Deaf (PD))
<p><u>Qualification</u> Candidates should possess Degree in Civil Engineering from a recognized University / Institution with good academic track record.</p> <p><u>Post Qualification Executive Experience / Job Profile</u> The candidate should have experience in construction of industrial buildings/hangars/Sheds, Roads, Civil foundation for equipment 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.</p>	

DESIGNATION / GRADE	UPPER AGE LIMIT (in Years) (Inclusive of 10 yrs relaxation for PWD)				MINIMUM POST QUALIFICATION EXPERIENCE (in Years)	PAY SCALES
	GEN	OBC	SC	ST		
Senior Manager (Grade-V)	48	51	53	53	13 Years	Rs. 29100-54500
Manager (Grade-IV)	44	47	49	49	9 Years	Rs. 24900-50500
Asst Manager (Grade-III)	40	43	45	45	5 Years	Rs. 20600-46500
Engineer / Officer (Grade-II)	37	40	42	42	2 Years	Rs. 16400-40500
Asst. Engineer/ Asst. Officer (Grade-I)	36	39	41	41	1 Year	Rs. 12600-32500
Clerk-cum-Typist (Wage. Group-B)	34	37	39	39	1 Year	* Rs. 3750-80-4550-85-7100

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or the post of Clerk-cum-Typist the pay scale is due for revision w.e.f 01.01.2007.

GENERAL GUIDELINES/CONDITIONS:

- Only Indian Nationals may apply.
- **Candidates responded to the above positions against our advt. no KP/S/03/2009 Dated 02.05.2009 need not apply again.**
- Only persons suffering from not less than 40% disability are eligible.
- Reservation and Age relaxation for SC / ST / OBC etc will be as per the Govt. of India guidelines.
- OBC candidates** are required to submit Other Backward Class Certificate ('Non-Creamy Layer*') (Certificate in the format as applicable for appointment to posts under Government of India, is to be produced). OBC candidates are also required to furnish a self-undertaking that they belong to OBC (Non Creamy Layer) by filling and signing a self-undertaking.
 - [Note: ** OBC Candidates: Candidates belonging to those Communities which are recognized as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No.36012/22/93-Estt.(SCT) dated 08.09.1993.
 - *Non- Creamy Layer : The gross annual income of parents of the candidate should not be more than Rs.4.5 lakhs in last three consecutive years in line with DOPT OM No.36033/3/2004-Estt.(Res) dated 14th October, 2008.]
- Candidates employed in Government / Quasi-Government / PSU, should send their application through proper channel or produce NOC at the time of interview as on when called.
- Age, Qualification & Experience stipulated above should be as on 01.03.2010 i.e the last date of submission of the application.
- In the case of Candidates with related qualification and experience their candidature will be considered at the discretion of Management.
- Management reserves the right to relax age & consider related experience in case of deserving candidates.

- 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 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 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.
- 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 clearly in the application format. Incomplete applications if any will be summarily rejected.
- Intimation regarding interview etc will be sent only through e-mail.

Eligible and interested candidates may download the Employment application format from the website. Kindly ensure that the envelope containing the duly filled in employment application form alongwith the copy of PWD Certificate in the prescribed format with all testimonial and the supporting documents, must be clearly superscribed with the **advertisement reference** and **post applied for** and should reach the below mentioned address on or before 01.03.2010 only by post.

**Po. Box No : 2769
Bangalore**

Last date of receipt of application in the prescribed format by post is **01.03.2010 by 17:45 hrs.** BEML will not be responsible for loss of application during transit & postal delay.

Date: 03.02.2010

(Advt.No.KP/S/04/2010)