

BEML Limited

(A Govt of India Undertaking)

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

Toll Free No. 1800-425-2365

SPECIAL RECRUITMENT DRIVE FOR PERSONS WITH DISABILITIES (PWDs)

BEML Limited, a pioneering 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:

HUMAN RESOURCE

Grade –I & II , III, IV & V

Qualification

Candidates should possess MBA or MSW/ MA(Social Work) or Post Graduate Degree/ Diploma in Personnel Management or Equivalent qualification of 2 yrs full time course with specialisation in IR/ HR/ OB from a Univeristy or Institution recognised by UGC/ AICTE. Degree in Law is desirable.

Post Qualification Executive Experience / Job Profile

Candidate should possess prescribed length of post qualification experience indicated in the succeeding paras.

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.

ACCOUNTS / AUDIT

Grade-I, II & III

Qualification

The Candidates should possess M.Com with Inter ICWA/ CA. Candidates with skills in Computer Application in the areas of Financial Management will be preferred. Also candidates with CA/ ICWA qualification will be preferred.

Post Qualification Executive Experience / Job Profile

Candidate should possess prescribed length of post qualification experience indicated in the succeeding paras.

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.

RAJBHASHA (Official Language)

Grade-I (Trainee)

Qualification

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.

Post Qualification Executive Experience / Job Profile

Candidates with teaching experience in organizing/ conducting Hindi classes/ experience in translation from Hindi to English and vice-a-versa will be preferred. Liaisoning with external agencies with regard to implementation of Rajbhasha.

QUALITY

Grade-I, II & III

Qualification

Candidates should possess Engineering Degree in Mechanical / Automobile/ Production/ Electrical from a recognized University / Institution with good academic track record.

Post Qualification Executive Experience / Job Profile

Candidate should possess prescribed length of post qualification experience indicated in the succeeding paras.

Candidates should possess experience in Quality Assurance related functions preferably in manufacturing of Engineering Industries. The candidate will 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
Grade-I & II
<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> Candidate should possess prescribed length of post qualification experience indicated in the succeeding paras. 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>

Clerk-cum-Typist (Wage Group – B) -
<p>Human Resource, Finance & Audit and Public Relation</p> <p><u>Qualification</u> Candidates should possess graduate degree from a recognized University / Institution with Junior Typing . Knowledge of Computer application for office management will be preferred.</p> <p>Rajbhasha (Official Language)</p> <p><u>Qualification</u> Candidate should possess graduate degree from a recognized University / Institution with Junior Typing in Hindi. Preference will be given to candidates additionally having English typing and/ or knowledge of Computer application.</p> <p>Human Resource, Finance & Audit, Public Relation & Rajbhasha (Official Language)</p> <p><u>Post Qualification Experience/ Job Profile</u> The Candidate should have one (1) year [post qualification experience in various aspects related to office working.</p>

Area	Grade	Identified disabilities & No. of posts	Identified disabilities
Human Resource	III/ IV/ V	OH-1, VH-1	OH (OL, OA), VH(PB)
	II/ I	VH-4	VH (PB)
	Wg. Grp-B	OH-1, VH-2	VH (PB), OH (OL),
Finance & Audit	III	OH-1, VH-1, HH-1	OH (OL, OA), HH (PD), VH (PB)
	II/ I	VH-4, HH-3	VH (PB), HH (PD)
	Wg. Grp-B	OH-1, VH-2	VH (PB), OH(OL)
Quality	III	OH-1, HH-2	OH (OL, OA), HH(PD)
	II/ I	HH-1	HH(PD)
Rajbhasha	I (Trainee)	VH-1	VH (PB)
	Wg. Grp-B	OH-1	OH (OL)
Civil	I/ II	HH-3	HH (PD)
Public Relation	Wg. Grp-B	OH-1, VH-2	VH (PB), HH (PD)
<p><u>Abbreviations used :</u> OH-Orthopedically Handicapped, VH- Visually Handicapped, HH- Hearing Handicapped, OL-One Leg, OA- One Arm, PB-Partially Blind, PD-Partially Deaf</p>			

DESIGNATION / GRADE	UPPER AGE LIMIT (in Years) (Inclusive of 10 yrs relaxation)				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
Asst. Officer (Trainee)	36	39	41	41	-	Rs.12600-32500
Clerk-cum-Typist (Wg. Grp-B)	34	37	39	39	1 Year	Rs.7000-20000

GENERAL CONDITIONS :

- Only Indian Nationals may apply.
- Only persons suffering from not less than 40% disability are eligible.
- Age & Qualification stipulated above should be as on **13.03.2011** i.e the last date of receipt of the application.

- 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 the self-undertaking provided in the application format.
- [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 which can be downloaded after submission of online application or compulsorily produce NOC at the time of interview as on when called.
- Management reserves the right to relax age, qualification and experience as also to consider related qualification & experience in case of deserving/ exceptional candidates.
- Exceptionally qualified and experienced candidates could be considered for higher start/ emoluments.
- 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.
- 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.

- 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 last date for submission of application by on-line is **13.03.2011**. Applications sent by post/ courier etc will not be accepted and will be summarily rejected (Except in respect of candidates working in Government/ Quasi Government / PSU etc who are required to forward the additional print out of the application as stated in the General Condition.

Date : 09.02.2011

(Advt No.KP/S/07/2011)