



BHEL is country's premier engineering organization and one of the NAVARATNA PSUs and caters to core sectors of Indian economy viz Power Generation and Transmission, Industry, Transportation, Oil & Gas, Renewable Energy, having 14 Manufacturing Divisions, 08 Service Divisions, 15 Regional Offices, 04 Power Sector Regional Centres and over 100 Project Sites spread all over the Country and Overseas. The financial turnover during the year 2008-09 was Rs. **27,505** Crores and Current Order Book is of around Rs.1, 30,000 Crores. BHEL plans to be a Rs.45, 000 Crores Company by 2011-12 and a Rs.90, 000 Crores Company by 2016-17.

We are looking for Experienced Law Professionals for the following positions:

Positions/ Scale of Pay/ No. of Vacancies	Qualifications	Post Qualification Experience (Years)	Upper Age Limit (Years)
		As On. 1/8/2009	
Senior Manager (E5) Rs.18500-740-23900/- (1 no.)	Essential: LLB Degree. Desirable: Post Graduate Degree/ Diploma in Commercial/ Labour/ Taxation Laws.	16	45
Manager(E4) Rs.17500-700-22300/- (2 Nos.)		12	41
Dy. Manager (E3) Rs.16000-640- 20800/- (4 Nos.)		9	38
Senior Executive (E2) Rs.13750-550-18300/- (5 Nos.)		5	34
Executive (E1A) Rs. 11225-450-17525/- (6 Nos.)		1	30

Work Experience

Candidates should have post qualification experience in dealing with legal matters as an **Executive in Govt. Department/ PSU/Listed Companies** mainly in the following areas:

- Drafting /scrutinizing/vetting various legal documents viz. plaints, written statements, affidavits, deeds, agreements, contracts, indemnity bonds, bank guarantees, collaboration agreements, export documents etc.
- Familiarization of Civil/Industrial/Commercial/Criminal/Taxation/Excise/Customs/Labour/ Property Laws.
- Dealing with Advocates'/Solicitors' firms/Statutory Authorities.
- Compliance with statutory requirements under various Acts.
- Conducting/appearing in adjudication, arbitration, conciliation, domestic enquiry proceedings, legal cases including service matters, labour cases.

- Handling of matters relating to RTI and various other related functions.
- Commercial dispute, recovery actions by engagement of Counsels & briefing them properly.
- Rendering legal opinion/advice on various matters.
- Sound knowledge of latest decisions in Supreme Court and High Court cases, forthcoming legislations and amendments
- Legal Auditing for ensuring legal compliances of various laws.

Note:

1. Other things being equal, eligible candidates with additional relevant professional qualifications will be given preference.
2. Pay Scales are under revision retrospectively w.e.f. 1.1.2007.
3. The posting of the above Law Professionals would tentatively be for BHEL Units at Bhopal, Hyderabad Jhansi, International Operation-Delhi, PSSR- Chennai, PSWR-Nagpur, Haridwar, Corporate Office-Delhi, TBG-Delhi, Ranipet, Tiruchirapalli, Industry Sector-Delhi, Corp. R&D Hyderabad., Bangalore.
4. No. of vacancies and posting locations indicated above are tentative and may vary on review. Accordingly, reservation may also vary.

SELECTION PROCESS:

The process of selection shall be based on **Personal Interviews** of the eligible candidates.

REMUNERATION AND OTHER BENEFITS

Besides Basic Pay, Industrial Dearness Allowance. Benefits like CCA, PF, Insurance Cover, Gratuity, LTC, Medical Facilities for self and family, Company assisted accommodation, Conveyance reimbursement, Performance Related Payment, Special Incentive, Uniform, Subsidised Canteen Facilities, Leave/Leave encashment, Reimbursement of expenditure on Newspapers/Periodicals, Membership of Professional Bodies, etc. are admissible as per Company rules.

RESERVATION AND RELAXATION

1. The tentative reservation for these vacancies is as under:

UR	OBC	SC	ST	Total
13	2	1	2	18

2. Upper age limit is relaxable by 3 years for OBC (Non-Creamy Layer) and 5 years for SC/ST candidates and 10 years for Physically Challenged
3. Vacancies reserved for OBC category are meant only for candidates coming under 'Non-Creamy Layer', 'Non-Creamy Layer' under OBC means *'The gross annual*

income of parents of the candidate should not be more than RS.4.5 Lakhs/annum in line with DOPT OM No. 36033/3/2004-Estt.(Res) dated 14th October , 2008.'

4. The Physically disabled candidates are required to furnish duly stamped Medical Certificate in relation to their disability from Government Hospital or Medical board attached to Special Employment Exchange for the handicap.

Disabilities: under 'Persons with Disability Act' are defined as:

Locomotors Disability - (Orthopaedically Handicapped) -means minimum 40% disability of the bones. Joints or muscles leading to substantial restriction of the movement of the limbs.

Hearing Impairment - means loss of sixty decibel or more in the better ear in the conversational range of frequencies.

Blindness – “Blindness” refers to a condition where a person suffers from any of the following conditions, namely:-

- Total absence of sight, or
- Visual acuity not exceeding 6/60 or 20/200 (snellen) in the better eye with correcting lenses, or
- Limitation of the field of vision subtending an angle of 20 degree or worse.

Low Vision - “Person with low vision” means a person with impairment of visual functioning even after treatment or standard refractive correction but who uses or is potentially capable of using vision for the planning or execution of task with appropriate assistive device.

5. Reservation and relaxation for Ex-Servicemen will be as per extant Government Rules.
6. Upper age limit is relaxable by 5 years for the candidates who had ordinarily been domiciled in the state of Jammu and Kashmir during the period from 1.1.80 to 31.12.89.

GENERAL INSTRUCTIONS

1. Candidates employed in Government/ Semi Govt. Departments/ PSUs/ Autonomous Bodies should send their applications ‘**through proper channel**’ or produce **NOC** at the time of interview.
2. Candidates called for interview will be reimbursed 2nd class sleeper/ AC 2-Tier (as per entitlement) to-and fro train fare from their starting station or mailing address, whichever is nearer to the place of interview, by the shortest route, on production of proof of journey.
3. Management reserves the right to raise the standard of specifications to restrict the number of candidates to be called for interview.

4. Though the vacancies are tentatively at the locations mentioned, the selected candidates can be transferred/posted at any of the Company's offices/divisions anywhere in India or abroad.
5. The appointment of selected candidates will be subject to meeting health standards prescribed by the Company.
6. The Candidates should ensure that they fulfill the eligibility criteria and other requirements and that the particulars furnished by them are correct in all respect. In case it is detected at any stage of recruitment process that the candidate does not meet the eligibility criteria and/or the candidate has furnished any incorrect/false information or has suppressed any material fact(s), the candidature of such a candidate is liable to be rejected. If any of the above shortcoming(s) is/are detected, even after appointment, his/her services are liable for suitable actions including termination and prosecution.
7. SC, ST, OBC (Non-Creamy Layer), physically disabled, J&K domiciled candidates and ex- servicemen should carefully mention the categories, since these details may not be allowed to be changed later.
8. Ex-servicemen candidates should enclose their experience certificate(s) showing their period of service, reason for leaving, nature of work etc.
9. Candidates, who have left a PSU after availing Voluntary Retirement (VR), if selected, will be required to return the received VR compensation to the PSU concerned.
10. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto shall be subject to jurisdiction of the Courts at Delhi.
11. The Company reserves the right to reject any application without assigning any reason whatsoever.
12. BHEL reserves the right to *cancel/ restricts/enlarge/* reopen the recruitment process, if the need so arises, without issuing any further notice or assigning any reason thereof.

HOW TO APPLY

Typed application on A4 size papers (**with self attested recent Photograph**) may be furnished strictly in the following format :

- 1) Post applied for
- 2) Name
- 3) Father's Name
- 4) Husband's Name (For married female candidates)
- 5) Gender: M / F
- 6) Date of birth
- 7) Mailing Address
- 8) Contact Phone No. with STD Code

- 9) Mobile No.
- 10) e-mail id
- 11) Category: (GEN/OBC / SC/ ST) :
(if other than Gen, please enclose relevant central government prescribed caste certificate)
- 12) Ex-Serviceman - Yes / No; If yes, years of service in Armed Forces - ___ yrs.
(Please enclose experience certificate)
- 13) Physically Disabled – Yes/ No
If yes, whether Locomotor/ Hearing Impairment/Low Vision or Blindness (Please enclose medical certificate)
- 14) Academic / Professional qualification (in Chronological Order starting from the latest qualification)

Name of Examination passed	University/ Board	Year of Passing	Duration of Course	Subjects / Area of specialisation	Division / Percentage of marks

15) Experience:

- a) Total **Post Professional Qualification Experience**: _____ years
- b) Details of experience (in chronological order starting from present job)

Name of the organization	Type of organization* (Please see below)	Designation	Duration		Scale of Pay	Basic Pay, DA & Total Emoluments	Job Profile
			From (dd/mm/yy)	To (dd/mm/yy)			

*(i.e. Govt./ Semi-govt/ PSU /Autonomous / Listed companies)

- 16) Liability, if any (Details of Loans etc.)
- 17) Other information, if any
- 18) Whether interviewed earlier in BHEL, if so give details
- 19) Signature with date.

Duly completed application along with following:

- a) Recent passport size photograph.
- b) A crossed Demand Draft of Rs.250/- for Gen and OBC candidates (SC/ST/Phy disabled candidates exempted), in favour of "Bharat Heavy Electricals Limited" payable at Ramachandrapuram, Hyderabad.

c) Self certified copies of all relevant certificates may be sent to the address given below.

Last date for submission of application is **16.09.2009**. For the candidates applying from **J&K and North-East**, last date is **23.09.2009**.

Application duly completed in all respects may kindly be sent along with DD (Write your name and post applied for on the reverse of Demand Draft) in an envelope super-scribed with the Post to:

**Addl. General Manager (HR),
Bharat Heavy Electricals Limited,
HPEP, Ramachandrapuram,
Hyderabad 502 032 (AP)**

Candidates have to ensure that the particulars filled in application form are authentic and correct, as all particulars are to be verified at the time of interview.