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भारत हेवी इलेक्ट्रिकल्स लिमिटेड
Bharat Heavy Electricals Limited

(A Government of India Undertaking)
ELECTRONICS DIVISION

P.B. No. 2606, Mysore Road, Bangalore - 560 026

Employment Notice No. 01/2009-10

**INVITES APPLICATIONS FROM ELIGIBLE CANDIDATES FOR THE POST OF
ARTISANS FOR ELECTRONICS DIVISION AND DRAUGHTSMAN(MECHANICAL)
FOR ELECTRONICS DIVISION & INDUSTRIAL SYSTEMS GROUP**

Bharat Heavy Electricals Limited (BHEL) is one of the leading 'Navratna' Public Sector Undertakings of Govt. of India. As a premier Engineering Organization, BHEL provides world class products and services to the core sectors like Power, Industry, Transportation, Transmission, Defence, Electronics, etc. BHEL has a wide network of 14 manufacturing divisions, 4 Power Sector Regions, 8 Service centers and 18 Regional Offices and a large number of Project sites spread over India and abroad. **Electronics Division, Bangalore (EDN)**, is a manufacturing division having a workforce of around 1950 employees and **Industrial Systems Group, Bangalore(ISG)** is one of the units having a workforce of around 355 employees.

BHEL, Electronics Division, Bangalore, invites applications for EDN & ISG for vacancies in the following trades:

Position	Trade	Number of Vacancies	Upper Age Limit	Qualifications
Artisan For EDN	Electronic Mechanic	65	27 years as on 01/08/2009 (For age relaxation for various Categories, see details below) The candidates in all the categories should not be less than 18 years of age.	Matric / SSLC plus National Trade Certificate plus National Apprenticeship Certificate in the trades of Electronic Mechanic / Electrician / Fitter Draughtsman (Mechanical) with not less than 60% marks in both NTC and NAC for General and OBC candidates and 55% for SC / ST candidates. Desirable: Working knowledge of Kannada
	Electrician	68		
	Fitter	26		
Draughtsman For EDN & ISG	Draughtsman (Mechanical) for EDN	11		
	Draughtsman (Mechanical) for ISG	10		
	Total	180		

Reservation:

- Out of the above 180 posts, 28 are reserved for SCs, 12 are reserved for STs and 47 are reserved for OBCs(Non creamy layer), 5 for Physically Challenged. Reservation for Ex-Servicemen will be as per the rules.
- 'Non-Creamy Layer' under OBC means "The gross annual income of parents of the candidate should not be more than Rs. 4.5 lakhs in the last 3 consecutive years" in line with DOPT OM No 36033 / 3 / 2004 – Estt.(Res) dated 14th October 2008.
- The number of vacancies are tentative and may vary on review and in that eventuality the number of vacancies in each category may also undergo revision.

Preference for BEST Apprentice / RUNNER UP Apprentice of all India Apprentices Competitions:

- The candidates who were selected Best Apprentice and Runner-up Apprentice in the All India Trade Test conducted by the Directorate General of Employment and Training in the Trade Apprenticeship **are not required to appear for Written Test**. They will be directly called for interview subject to fulfilling of other terms and conditions and eligibility criteria. However their final selection will depend upon their suitability and performance in the interview. Best apprentice selected will be inducted as Artisan Gr. IV / D'Man Gr. IV with two increments and Runner-up Apprentice selected will be inducted as Artisan Gr. IV / D'Man Gr. IV in the pay scale of Rs. 4800-130-5190-EB-5255-150-7805/- (Under revision).

Upper Age Limit & Relaxations: (As on 01-08-2009)

- Relaxation of 5 years for candidates belonging to Scheduled Castes (SC) and Scheduled Tribes (ST) and 3 years for candidates from Other Backward classes (Non -Creamy Layer) is permissible in Upper Age Limit.
- An additional relaxation of 10 years in upper age limit is admissible for Physically challenged Candidates i.e., relaxation in Upper age limit will be 10 years for General, 13 years for Other Backward Class (Non-Creamy Layer) and 15 years for Scheduled Caste/Scheduled Tribe candidates as per rules.
- Ex. Servicemen will be given age relaxation as per the extant Govt. rules.
- A relaxation of 5 years in upper age limit is also admissible to candidates who were ordinarily domiciled in the state of Jammu and Kashmir during the period from 01/01/1980 to 31/12/1989.
- Upper age limit is further relaxable upto 84 months for candidates possessing relevant work experience (excluding apprentice training) working directly or through contractor in a Public Sector or Private Sector Organisation with an Annual Turnover of atleast Rs 25 Crores during the year 2008-09. Details of relevant experience required for each trade is given below:

Electronic Mechanic & Electrician :- Understanding of Power Plant related Electronic Equipment Drawings, Assembling / Testing of Electronic Equipments, Electronic Sub-Assemblies and other Power Plant related Electronic Products and working in an organisation engaged in Manufacturing, Assembly, Testing of Control and Instrumentation Electronics for Power Station Equipment.

Fitter :- Understanding of engineering drawing, knowledge on types of fits and tolerance, marking, tools for measurement, types of gauges, assembly of Electrical/Electronic components like breakers, contactors and bus bars in Power Electronic control panels or CNC programming & operating in any of the following CNC machines i) Turret punch press, ii) Shearing machine & iii) Press brake and working in an engineering industry engaged in assembly of Power Plant related Electronic Control Panels.

Draughtsman (Mechanical) :- Preparation of Electrical & Mechanical Assembly drawing' and understanding Power Plant related Electronic Equipment Drawings or preparation of mechanical general arrangement drawing & layout drawings related to Steel Plants, Coal and Ash Handling Plants of Thermal Power Plants or any Material Handling Plants in Cement, Paper, Mining industry, etc and understanding of related equipments.

The age relaxation of a maximum of 84 months will be applicable to candidates having aforesaid experience of atleast 50 months of continuous or intermittent service. Those with lesser months of experience will be entitled for age relaxation on pro rata basis. For claiming age relaxation, experience certificate/s from the employer(s) is / are required to be submitted with details of period of working, the field of experience, nature of products manufactured / services rendered by the Organization, etc. Such candidates will have to compete with other eligible candidates in Written Test / Interview, etc. The decision of BHEL regarding authenticity / genuineness of experience certificates and relevance of experience will be final and binding.

Selection Process:

- The selection process comprises Written Test and Personal Interview.
- The selection process will consist of an Objective type Written Test to be held at Bangalore. The Question Booklet will be available in Hindi, English and Kannada. Candidates should indicate their Question Booklet Language choice in the application form.
- **All eligible candidates will be invited for Objective type Written Test at their own expenses. On the basis of merit of Written Test marks, candidates will then be invited for Personal Interview in the ratio of 1:3 to the number of vacancies.**
- All ex-servicemen, who are eligible as per Job specifications prescribed for them, shall be invited for Written Test.

Emoluments and other benefits:

- Selected candidates will initially be appointed as Temporary Employees for a period of One year. During this period they will be paid minimum daily wages as per notification of the State Government from time to time for the first six months. Currently the average wages on daily rates basis are Rs. 4248/-p.m. approx and consolidated wages of Rs. 5500/- p.m for the next six months or monthly wages calculated on the basis of minimum wages notified by the State Government, whichever is higher, during the next six months. In addition, they will be entitled for Leave, Free medical benefits for self and dependent family members as per Company rules and will also be eligible for subsidized company accommodation, if available.

- On successful completion of this period, they will be absorbed in the regular establishment as **Artisan Gr IV / Draughtsman Gr IV** at the minimum of the scale of pay of Rs. 4800-130-5190-EB-5255-150-7805/- (Under Revision) with applicable allowances such as Dearness Allowance, House Rent Allowance, Contributory Provident Fund (PF), Gratuity, etc., as applicable and other benefits like LTC/LTA, reimbursement of Conveyance expenditure, Uniforms, Washing allowance, Group Insurance, Group Accident Insurance, etc as per rules. The absorption will be subject to being found suitable by the Committee constituted for this purpose.

Health Standards:

- Applicants should have sound health. Before joining, selected candidates have to undergo medical examination by the Company's Authorized Medical Authority in BHEL and the appointment of the selected candidates will be subject to meeting the health standards prescribed by the Company.
- The candidates are advised in their own interest that they should get themselves thoroughly examined by a competent Medical Officer before applying against the advertisement.
- The Physically Challenged 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 handicapped.
- The definition of Locomotor Disability (Orthopaedically handicapped) and Hearing Impairment, for reservation in the matter of vacancies for Physically Challenged candidates are as under:
- Locomotor Disability (Orthopaedically handicapped) means minimum of 40 % disability of the bones, joints or muscles leading to substantial restrictions of the movement of the limbs which causes an interference with the normal functioning of the bones, joints or muscles.
- Hearing Impairment means loss of sixty decibel or more in the better ear in the conversational range of frequencies.

Processing/ Examination Fees

A **Non – refundable processing/Examination fee of Rs 125/-** is payable by General and OBC candidates. However SC, ST and Physically Challenged candidates are exempted from paying the Processing/Examination fees.

The fees to be sent in the form of crossed demand draft drawn in favour of "**BHEL, Electronics Division**" drawn on any scheduled bank and payable at Bangalore.

Important Instructions

- 1) The candidates should ensure while applying that they fulfill the eligibility criteria and other requirements and that the particulars furnished by them are correct in all respects. In case it is found at any stage of recruitment process or thereafter that the candidate does not fulfill the eligibility criteria and/or does not comply with other requirements and/or he/she has furnished any incorrect/false information or has suppressed any relevant information / material fact(s), his/her candidature/services will be liable for rejection / termination without notice / prosecution.
- 2) SC, ST, OBC, Physically Challenged, J&K Domiciled candidates and Ex-Servicemen should carefully fill up the respective columns, since these details will not be allowed to be changed at a later date. In this case the supporting documents submitted along with the application will be treated as final.
- 3) OBC candidates who do not come under the Non-Creamy Layer should indicate their category as General.

- 4) Candidates who are presently employed in Central/ State Govt./ PSU/Autonomous Bodies, must apply through Proper channel or submit 'No Objection Certificate' at the time of interview.
- 5) Applicants should produce the required Certificates in original in proof of Caste, Qualification, Experience, etc, as mentioned under the guidelines for filling the application form at the time of interview failing which their candidatures are liable to be rejected and they will not be allowed to attend the interview.
- 6) Candidates will have to appear for the written test at their own expenses. However, candidates attending the interview will be paid second class to and fro rail fare from the postal address to Bangalore by the shortest route on production of proof of journey.
- 7) Candidates who have left a PSU after availing Voluntary Retirement, if selected, will be required to return the VRS compensation received to the PSU concerned.
- 8) BHEL does not take responsibility of attaching the documents or application fee sent separately after the dispatch of the original application form.
- 9) Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/ or an application in response thereto can be instituted only in Bangalore and Courts/ Tribunals/ Forums at Bangalore only shall have sole and exclusive jurisdiction to try any such cause/ dispute.
- 10) Candidates are bound by the existing rules and regulations made for the purposes of selection and to be made in future by BHEL as and when warranted.
- 11) Though the appointments being made are for posting at Bangalore (EDN, ESD & ISG), the selected candidates are liable to be transferred/ posted to any of the Units/ Divisions/ Project Sites etc. of BHEL anywhere in India and abroad depending upon the requirement of the organization.
- 12) Applications which are incomplete, not legible, or without all relevant enclosures as indicated will be rejected and no correspondence on this will be entertained. Applications received after the last date shall neither be entertained nor returned.
- 13) BHEL reserves the right to reschedule the test date, venue, etc., depending upon the circumstances and the candidates are bound by the same.
- 14) BHEL reserves the right to cancel/ restrict/ enlarge the recruitment process, if the need so arises, without issuing any further notice or assigning any reason thereof.
- 15) Any form of canvassing or bringing extraneous pressure will be a disqualification and will render the candidate ineligible for selection.
- 16) On selection all candidates will be required to undergo training including in allied areas.
- 17) Candidates who fulfill the eligibility criteria prescribed for the post only need apply.

How to apply

Interested candidates who fulfill all the eligibility conditions may send their filled in applications by post / courier in the prescribed format on a plain white A4 size paper (neatly handwritten or typed) in an envelope superscribing “**Application for the post of Artisan in the trade of -----(Electronic Mechanic / Electrician / Fitter) or for the post of Draughtsman (Mechanical)**” so as to reach the following address on or before **21-08-2009**:

**Senior Manager/HR, BHEL, Electronics Division, Post Box No 2606,
Mysore Road, Bangalore – 560 026**

The candidates are required to submit the copies / documents applicable to them as indicated below without fail along with the application. Candidates are also advised to send only one application for a post.

Copies of Relevant Certificates should be enclosed with the application in the following order:

- a) Date of Birth Certificate
b) SSLC/Matric Qualification Certificate
c) ITI/NTC Certificate with Marksheet
d) NAC National Apprenticeship Certificate with Marksheet
- } For all candidates
- e) **Non-Refundable processing/Examination fee of Rs. 125/-** by General and OBC candidates in the form of Crossed Demand Draft drawn in favour of “**BHEL, Electronics Division**” drawn on any scheduled bank and payable at Bangalore. Candidates are advised to write their name on the reverse of the DD. SC/ ST and Physically Challenged candidates are exempted from paying this fee.
- f) Caste/Community Certificate for SC/ST candidates issued by the Competent Authority.
- g) (i) OBC certificate indicating Non-Creamy Layer status for OBC candidates issued by the Competent Authority in the prescribed format (**Form of Certificate to be produced by Other Backward Classes applying for appointment to the posts under the Government of India**). *Candidates submitting OBC certificate in format other than prescribed format mentioned above will be considered as General category only.*
(ii) 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.
- h) Medical Certificate for Physically Challenged candidates indicating clearly the nature and percentage of handicap.
- i) Discharge Certificate indicating period of service for Ex-servicemen candidates.
- j) If claiming age relaxation as candidate from J&K – relevant Certificate of residence in J & K during the period from 01/01/1980 to 31/12/1989.
- k) If claiming age relaxation on the basis of experience, a certificate from the employer(s) stating clearly the name of employer/organization, Annual Turnover, designation of the candidate, period of service, the products manufactured, date of his/her PF enrolment, his/her PF/EPS membership number, etc.
- l) Certificate of Best / Runner-Up Apprentice in the All India Trade Test conducted by the Directorate General of Employment and Training.

LAST DATE FOR RECEIPT OF APPLICATIONS IS 21-08-2009

Details and Application format are also available at our websites at <http://www.bhel.com> and <http://www.bheledn.com>