

BEL OPTRONIC DEVICES LIMITED
(Govt. of India Enterprise under Ministry of Defence)
EL-30, J - Block, M.I.D.C., Bhosari, Pune - 411 026.
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BEL Optronic Devices Limited (BELOP), a subsidiary of Bharat Electronics Limited, a Navaratna Central Public Sector Enterprise under Ministry of Defence, Govt of India. The company is involved in the manufacture of Image Intensifier Tubes and associated Power Supply Units for the use in Night Vision Devices. BELOP requires outstanding professionals in the field of Finance, Human Resources, D&E & Production as indicated below:

Sl No	Post	Scale of Pay (Rs.)	CTC (approx.) (Scales are under upward revision)	No of Posts	Upper age limit as on 31.03.2014	Non refundable application fee
1	2	3	4	5	6	7
1	Asst Manager (HR) Code : HR-EX-001-14/15	9020-550-20020	Rs. 4.26 lakhs p.a.	One	30 years	Rs.500/-
2	Officer (Finance) Code : Fin-EX-001-14/15	7670-475-17170	Rs. 3.65 lakhs p.a.	One	30 years	Rs.500/-
3	Engineer (D&E) Code : D&E-EX-001-14/15	7670-475-17170	* Rs. 3.79 lakhs p.a.	One	27 years	Rs.500/-
4	Senior Operator Code : Prodn –NE-003-14/15	5240-180-8800	Rs. 2.74 lakhs p.a.	Three	28 years	Rs.300/-
5	Operator (Welder) Code : Prodn –NE-004-14/15	4890-150-7890	Rs. 2.67 lakhs p.a.	Two	28 years	Rs.300/-
6	Operator (Electroplater) Code : Prodn –NE-005-14/15	4890-150-7890	Rs. 2.67 lakhs p.a.	Two	28 years	Rs.300/-
7	Operator (Fitter) Code : Prodn –NE-006-14/15	4890-150-7890	Rs. 2.67 lakhs p.a.	One	28 years	Rs.300/-
8	Operator (Electronics Mechanic) Code : Prodn –NE-007-14/15	4890-150-7890	Rs. 2.67 lakhs p.a.	Six	28 years	Rs.300/-

* Selected candidate will be offered two additional increments in the pay scale 7670-475-17170.

Reservation of posts for SC/ST/OBC/PWD will be as per Government directives.

The upper age limit indicated at column No.6 above is for candidates belonging to General category. The upper age limit will be relaxable by 3 years for OBC candidates, 5 years for SC/ST and PWD candidates.

REQUIRED QUALIFICATION:

Sr.No.	Post	Qualification
1	Asst Manager (HR) Code : HR-EX-001-14/15	First Class Graduate degree with MSW/MBA/PG Diploma (two years full time) with specialization in HRM / Personnel Management and Industrial Relations from a recognized Indian University / Institute.
2	Officer (Finance) Code : Fin-EX-001-14/15	Graduate degree from a recognized Indian University with CA/ICWA (Final).
3	Engineer (D&E) Code : D&E-EX-001-14/15	MS/ME/M Tech/M Sc (Engg) in Material Science /Metallurgy from a recognized Indian University / Institute.
4	Senior Operator Code : Prodn –NE-003-14/15	BSc (Chemistry) from a recognized Indian University with Minimum 60% marks for General / OBC candidates & 50% marks for SC/ST/PWD
5	Operator (Welder) Code : Prodn –NE-004-14/15	ITI + NCTVT with minimum 60% marks for General / OBC candidates & 50% marks for SC/ST/PWD
6	Operator (Electroplater) Code : Prodn –NE-005-14/15	ITI + NCTVT with minimum 60% marks for General / OBC candidates & 50% marks for SC/ST/PWD
7	Operator (Fitter) Code : Prodn –NE-006-14/15	ITI + NCTVT with minimum 60% marks for General / OBC candidates & 50% marks for SC/ST/PWD
8	Operator (Electronics Mechanic) Code : Prodn –NE-007-14/15	ITI + NCTVT with minimum 60% marks for General / OBC candidates & 50% marks for SC/ST/PWD

EXPERIENCE ESSENTIAL:

Sr.No.	Post	EXPERIENCE
1	Asst Manager (HR) Code : HR-EX-001-14/15	Minimum Three years of relevant post qualification experience.
2	Officer (Finance) Code : Fin-EX-001-14/15	Relevant work experience is desirable.
3	Engineer (D&E) Code : D&E-EX-001-14/15	Relevant work experience is desirable.
4	Senior Operator Code : Prodn –NE-003-14/15	Relevant work experience is desirable.
5	Operator (Welder) Code : Prodn –NE-004-14/15	Relevant work experience is desirable.
6	Operator (Electroplater) Code : Prodn –NE-005-14/15	Relevant work experience is desirable.
7	Operator (Fitter) Code : Prodn –NE-006-14/15	Relevant work experience is desirable.
8	Operator (Electronics Mechanic) Code : Prodn –NE-007-14/15	Relevant work experience is desirable.

Computer skills are essential for Sr. No. 1 to 4 .

For the post of Asst. Manager(HR) knowledge of Marathi is essential.

MODE OF SELECTION:

The selection for the above posts will be through written test followed by an interview of shortlisted candidates.

GENERAL INFORMATION :

1. **For Sr.No.1 to 3** - In addition to Basic pay, other allowances like Dearness Allowance, HRA, Conveyance Allowance, PDA, Canteen Allowance, LTA, Medical Allowance, Telephone Reimbursement, Education Allowance, MPI, PF, etc as per Company rules will be part of the remuneration package.
2. **For Sr.No.5 to 11** - In addition to Basic pay, other allowances like Dearness Allowance, HRA, Conveyance Allowance, Canteen Allowance, LTA, Medical Allowance, Education Allowance, PPI, PF, etc as per Company rules will be part of the remuneration package.
3. **For Sr.No.1 to 3** - Selected candidates will be required to undergo Orientation / on-the-Job training for a period of 6 months. After training they will be required to execute a bond to serve minimum period of 3 years or to pay a sum of Rs.3,00,000/- (Three Lakhs) to the Company.
4. Application of GEN / OBC candidates should be accompanied by crossed Demand Draft drawn in on any scheduled bank (**preferably SBI**) in favour of **BEL Optronic Devices Limited, Pune**. Candidates working in PSUs /Govt. Organizations are required to submit their application through proper channel or produce No Objection Certificate at the time of the interview.
5. Candidates called for interview will be reimbursed to and fro train fare (II class) by the shortest route on production of the railway ticket receipts as per Company rules.
6. Management reserves the right to increase or decrease the no. of posts to be filled based on actual requirement at the time of selection and the decision of Management in this regard will be final.
7. Appointment of selected candidates will be subject to their being found medical fit by our Company Medical Authorities.
8. There will be no separate communication to any candidate on their non-selection at any stage.
9. In respect of Persons with Disabilities, the degree of disability that the candidate should have, for consideration under the category, will be as prescribed under Government norms.
10. Candidates may opt to answer the written test paper in English or Hindi.
11. BELOP reserves the right to debar you at any stage of the Written Test / Interview proceedings, if your candidature is not considered suitable for any reason.
12. **For Sr.No. 4 to 8** - Candidates who have registered themselves in any of the Employment Exchanges in Maharashtra only need apply.

Canvassing in any form will result in disqualification. The number of posts indicated above, may vary based on the actual requirement at the time of selection. Relaxation in age / experience may be considered for deserving candidates based on merit at the discretion of Management. Applications that are incomplete, not in the prescribed format, not legible, without the required enclosures will be summarily rejected without assigning any reasons and no correspondence in this regard will be entertained. **Only Indian nationals need apply. Candidates who had applied for the above posts in the past need not apply.**

Interested candidates may send the applications through post/courier, superscribing on the envelop the post applied for, in the downloadable application format available on the website (www.bel-india.com), along with the application, a recent passport size photograph, copies of SSLC/Matriculation Certificate, Graduation marks cards (all semesters/years),Degree Certificate, marks cards of all semesters/years of PG degree, PG degree certificate, Caste certificate, PWD certificate(if applicable),copy of Employment Exchange registration Card for Post at Sr.No.4 to 8 and other relevant certificates. **Applications submitted in the above format with all relevant enclosures will only be accepted. The applications are to be sent to Head- HR, BEL Optronics Limited, EL-30, 'J' Block, Bhosari Industrial Area, Pune- 411 026. On or before 20.06.2014.**