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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. 02/2011-12

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

BHEL, India's premier engineering and manufacturing enterprise provides World-class products and services and caters to core sectors of the Indian Economy viz., Power, Generation and Transmission, Industry, Transportation, Renewable Energy, Defence, etc. The Navratna PSU has a wide network of 15 Manufacturing Divisions, 4 Power Sector Regional Centres, 8 Service centers, 15 Regional Offices, 04 Overseas Offices, 01 subsidiary and large number of Project sites spread over India and abroad. The company has its footprints in more than 70 countries all over the world and has achieved a net profit of Rs.6,011 Crores and turnover of Rs.43,337 Crores in 2010—11. **Electronics Division, Bangalore (EDN)**, is a manufacturing division having a workforce of around 2500 employees.

**BHEL, Electronics Division, Bangalore**, invites applications for vacancies in the following trades:

**No. of Vacancies:**

Position	Trade	Number of Vacancies	Qualifications
Artisan	Electrician	32	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
	Electronic Mechanic	28	
	Fitter	08	
Draughtsman	Draughtsman (Mechanical)	02	Desirable: Working knowledge of Kannada
	Total	70	

**Upper Age Limit (As on 01/09/2011)**

The Upper age limit is **27 years as on 01/09/2011.**, i.e. candidates should be born on or after **01/09/1984** and before **01/09/1993**.

**Reservation & Relaxation:**

Trade	UR	OBC	SC	ST	Total
Electrician	16	9	5	2	32
Electronic Mechanic	13	8	5	2	28
Fitter	4	2	1	1	08
D'Man(Mechanical)	2	--	--	--	02
Total	35	19	11	5	70

- Reservation for Ex-Servicemen (35 posts) and Persons with Disability (05 posts) shall be as per extant Government rules/Act.

UR- Unreserved; OBC-Other Backward Class (Non creamy layer); SC- Scheduled Caste; ST- Scheduled Tribe. Visually Challenged(Low Vision) persons are eligible to apply only for the Fitter Trade.

Out of the total 70 vacancies, 18 are earmarked for dependants of deceased BHEL employees. In case of sufficient numbers of wards of deceased employees do not meet the qualifying standards, candidates from open selection would be considered against these vacancies.

As reservation for Ex-Servicemen and Persons with Disability is on horizontal basis, the vacancies will be filled and adjusted in the appropriate category viz., (UR/OBC/SC/ST

Vacancies reserved for OBC category are meant only for candidates coming under “ Non Creamy Layer”. ‘Non-Creamy Layer’ means “The gross annual income of parents of the candidate should not exceed Rs. 4.5 lakhs in the last 3 consecutive years” in line with DOPT OM No 36033 / 3 / 2004 – Estt.(Res) dated 14<sup>th</sup> 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.

- In case of SC/ST and Physically Challenged candidates, no application fee is payable by them.
- Age 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 age 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.
- Age 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 equivalent and relevant work experience (excluding apprentice training) of 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 2010-11. Details of relevant experience required for each trade is given below:

**Electronic Mechanic & Electrician :-** Understanding of Electronic Equipment Drawings, Assembling, Wiring / Testing of Electronic Equipments, Electronic Sub-Assemblies and other Power Plant related Electronic Products and working in an organisation engaged in Manufacturing, Assembly, Wiring, 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, Mechanical, Electrical assembly of Electrical/Electronic equipments consisting of Mechanical components namely, extrusions, brackets, plates, etc. Electrical/Electronic components like Electronic modules, module housing, power supplies, Terminal boards, 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 iv) CNC lathe, v) Vertically machining centre and working in an engineering industry engaged in assembly of Power Plant related Electronic Control Panels.

**Draughtsman (Mechanical) :-** Preparation of Electrical & Mechanical Assembly drawings and understanding Power Plant related Electronic Equipment Drawings

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. Such candidates will have to compete with other eligible candidates in Written Test/ Interview etc.

**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 a consolidated wages of Rs. 11000/- p.m or monthly wages calculated on the basis of minimum wages notified by the State Government, whichever is higher. 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.

- If the performance and conduct during the one year temporary period is found to be satisfactory, then upon completion of the same, they will be considered for absorption to the post of **Artisan Gr IV / Draughtsman Gr IV** in the regular salary grade of Rs.11700 – 23000/- with applicable allowances such as Dearness Allowance, perks at 46% of basic pay, House Rent Allowance, Contributory Provident Fund (PF), Gratuity, etc., as applicable and other benefits like Uniforms, Group Insurance, Group Accident Insurance, etc as per rules, **through a screening process which shall comprise of written test, skill test and interview as per “Praveen” training module.**

#### **Health Standards:**

1. 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.
2. 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.
3. Persons with disability 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 Low Vision/Blindness/ Locomotor Disability (Orthopaedically handicapped) and Hearing Impairment for reservation in the matter of vacancies for Persons with disability are as under:

Low Vision means visual acuity not exceeding 6/60 or 20/200(snellen) in the better eye with correcting lenses.

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 60 decibel or more in the better ear in the conversational range of frequencies.

#### **Selection Process:**

- The selection process comprises Written Test and Personal Interview.

All eligible candidates will be invited for an Objective type Written Test (at their own expenses) to be held at Bangalore on **06-11-2011**, for which they may download Call letters from the website [www.bheledn.com](http://www.bheledn.com). **No separate intimation will be sent to candidates by post.**

- The Question Booklets will be trilingual in Hindi, English and Kannada. Candidates should indicate their Question Booklet Language choice in the application form.
- All eligible Ex-Servicemen candidates, who possess the pass certificate of NTC/NAC or equivalent certificate issued by Armed Forces, percentage of marks will not be mandatory in the relevant trade will be called for Written Test.
- **Preference for BEST Apprentice / RUNNER UP Apprentice of all India Apprentices Competitions:** The candidates who are adjudged as 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. 11700 –23000/-
- **Candidates will be called for the Personal Interview in the ratio of 1:3 to the number of vacancies in order of merit of Written Test marks.**

### Important Instructions

- 1) The submission of applications will be **on-line only** through our recruitment website and no other form of application will be entertained. After submission, candidates shall take print out of the Application Form alongwith Acknowledgement Number to be sent to BHEL.
- 2) The candidates should ensure while applying that they fulfill the essential eligibility criteria prescribed for the post they have applied and that the particulars furnished by them are correct in all respects. In case it is found at any stage of recruitment process or even after the appointment 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 and without assigning any reason.
- 3) 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. The category once declared if found to be false at any later stage will render the candidate liable for action including termination and prosecution. **In this case the supporting documents submitted along with the application will be treated as final.**
- 4) OBC candidates who do not come under the Non-Creamy Layer should indicate their category as General.
- 5) Candidates who are presently employed in Central/ State Govt./ PSU /Autonomous Bodies, may apply through Proper channel or directly to BHEL . In case of candidates applied directly and being short listed for the personal interview, they should submit 'No Objection Certificate' at the time of interview. Otherwise they will not be interviewed and no TA will be admissible.
- 6) For claiming age relaxation, experience certificate/s from the employer(s)/Organisation(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. The experience certificate submitted by candidates for fulfilling eligibility criteria shall be subject to verification by BHEL and the decision of BHEL regarding authenticity / genuineness of experience certificates and relevance of experience will be final and binding on the candidate. The company will issue the offer of appointment for the candidates who get selected after availing this relaxation only after verification.

- 7) Mere conformity to the job requirement will not entitle a candidate to be called for written test and /or interview. Management reserves the right to reject the application without assigning any reason and to raise the standard of specification to restrict the number of candidates to be called for written test and / or interview.
- 8) No travelling allowance will be paid for appearing in the written test. However, candidates attending the interview will be paid second class to and fro rail fare from the starting station or mailing address whichever is nearer to the place of interview by the shortest route on production of proof of journey.
- 9) 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.
- 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 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.
- 11) 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.
- 12) Though the appointments being made are for posting at EDN / ESD, Bangalore, 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.
- 13) No request for transfer or change in place of posting shall be entertained for the first five years of service including the one year of the temporary period before regularization.
- 14) Application downloaded from the website that are not in conformity with the requirements indicated in this advertisement, incomplete without all relevant enclosures as indicated, not accompanied with BHEL challan copy(wherever applicable) for payment of fee and those received after the last date will be rejected and no correspondence on this will be entertained.
- 15) BHEL reserves the right to reschedule/ cancel/ suspend/ terminate/ restrict/ enlarge the recruitment process without issuing any further notice or assigning any reason thereof and alter the terms and conditions at any time during the process due to any exigency. The decision of the management will be final and no appeal will be entertained.
- 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.
- 18) Candidates are advised to possess a valid e-mail ID, which is to be entered in the online application form. They are also advised to retain this e-mail ID active, for at least a year, as any important intimation to them shall be provided by BHEL through e-mail.
- 19) Our recruitment website [www.bheledn.com](http://www.bheledn.com) will provide necessary details regarding selection, how to apply, general instructions, last date of submission of Application downloaded from the website, written test, etc.
- 20) No correspondence will be entertained from candidates not invited / selected for written test or interview.

- 21) At the time of Interview, candidates are required to produce all certificates in original for verification and to submit attested copies in support of age, qualification (SSLC, NTC with mark sheet and NAC issued by the respective Regional Directorate of Apprenticeship Training), category/caste, physical disability, experience if seeking age relaxation on this ground, NOC from present employer if employed in Govt/ Semi Govt/ PSUs. Discharge certificate and Trade Proficiency Certificate equivalent to NAC and other relevant certificate for Ex-servicemen, etc.

**How to apply:**

Candidates desirous of applying shall apply online at the website: [www.bheledn.com](http://www.bheledn.com). The candidates shall fill the online application and the particulars of the fee paid if applicable. A non refundable fee of Rs. 125/- is payable by the General and OBC candidates. **However, Fee is not payable by SC/ST /Physically Challenged candidates. The fee can be paid in any of the branches of State Bank of India, into Power Jyoti A/c. No. 31467498356 @ Chandra Layout, Bangalore-40 (Code No 04051) in favour of Bharat Heavy Electricals Limited, Electronics Division Bangalore. Other mode of payment i.e. Cash, Demand Draft, Money Order, Postal Order, Cheques etc. shall not be acceptable.** The triplicate challan for payment of Processing /Examination fee of Rs. 125/- can be downloaded from web site. The journal No. given by the bank on payment of fee needs to be entered in the online Application Form and the challan copy (BHEL copy only), wherever applicable needs to be attached with the Acknowledgement Slip and sent to BHEL along with other documents 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)”** to the following address .

**Deputy General 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 fill only one application for a post.

**Copies of Relevant Certificates should be enclosed with the application downloaded from website in the following order:**

- |                                                                                                              |   |                    |
|--------------------------------------------------------------------------------------------------------------|---|--------------------|
| a) SSLC/Matric Qualification Certificate                                                                     | } | For all candidates |
| b) ITI/NTC Certificate with Marksheet                                                                        |   |                    |
| c) NAC National Apprenticeship Certificate with Marksheet                                                    |   |                    |
| d) Proof for Date of Birth (In case Date of Birth is not available in SSLC/Matric Qualification Certificate) |   |                    |
| e) Challan (BHEL copy) for having paid the application fee (for General and OBC candidates).                 |   |                    |

- 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 persons with disability 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, nature of service, 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.

<b>1. Commencement of online submission of applications</b>	<b>03 / 09 / 2011</b>
<b>2. Closing of online submission</b>	<b>24 / 09 / 2011</b>
<b>3. Last date of receipt of Acknowledgement at BHEL, EDN, Bangalore</b>	<b>01/10/2011 -- For all candidates 08/10/2011 – For candidates residing in North East and far flung areas</b>

<b>Acknowledgement Slips with Enclosures required, shall be addressed to:</b>	<b>Deputy General Manager/HR, BHEL, Electronics Division, Post Box No 2606, Mysore Road, Bangalore – 560 026</b>
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<b>Apply Online and down load Acknowledgement Slips and SBI Payment Challan from our website</b>	<b><a href="http://www.bheledn.com">www.bheledn.com</a> or <a href="http://careers.bhel.in">http://careers.bhel.in</a> and click “BHEL Artisan 2011-12”</b>
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