



Broadcast Engineering Consultants India Ltd

(A Govt. of India Enterprise) (A Mini Ratna Company)
(CIN – U32301UP1995GOI017744)

BECIL

Corporate Office: C-56, A/17, Sector-62, Noida UP-201307
Tel: +0120 4177850, Fax No. +0120 4177879

Advt No. BECIL/HR/11/Advertisement for (RS) Since 2009/2024/2254

Date 27.08.2024

Broadcast Engineering Consultants India Ltd a premier Mini Ratna Central Public Sector Enterprise engaged in consultancy as well as turnkey solutions in the field of Radio, TV broadcasting and related engineering fields, invites applications from dynamic and result oriented professionals for direct recruitment basis for the following post.

S.No.	Name of the Posts	Number of Vacancy and Category	Pay Scale (3 rd PRC w.e.f. 01.04.2022) IDA Pattern	Upper Age Limit (as on date of publication of this Advt.)	Qualification and Experience
1	Deputy Company Secretary	(01) GEN – 01	50,000- 1,60,000/- (E-2)	38 years	<u>Essential</u> 1. Degree in Arts/Science/Com with Membership of the Institute Of Company Secretaries of India. 2. Minimum 3 years' experience in the relevant field of which 1 yrs in the Assistant Manager level. <u>Desirable</u> 1. CA/CWA/MBA (Finance)/LLB/FCS

HOW TO APPLY

Interested candidates need to submit their application in the enclosed application proforma duly filled-in **alongwith self-attested copies of certificates regarding date of birth, educational qualifications, post qualification work-experience Certificate(s) and Relieving Order from last employer (if applicable).**

1. All the candidates shall submit their applications along **Demand Draft drawn in favour of BECIL, New Delhi.** Cheques. IPO's will not be accepted toward application fee.

Category	Fee applicability
UR / OBC	Rs 1180/- (Rupees One Thousand One Hundred Eighty only)
SC / ST / PC	Rs 590/- (Rupees Five Hundred Ninety only)

2. The last date of receipt of complete application is 7th September, 2024 unless extended and notified.
3. Incomplete/Unsigned application OR application not in prescribed proforma OR application not supported by self-attested copies of relevant documents OR not fulfilling the eligibility criteria OR application received at any other address other than that as mentioned above OR application received after due date shall be summarily Rejected and no queries shall be entertained in this regard.
4. Scrutiny and shortlisting of applications would be done on the basis of documents enclosed with the prescribed application form. No interim correspondence by the candidates regarding availability/non-availability of documents would be entertained. Accordingly, candidates are advised to enclose all relevant documents alongwith

the hardcopy of application form. **All communications would be made to the candidates on the e-mail id submitted by them in their application proforma.**

A. SELECTION PROCEDURE

Candidates meeting the eligibility criteria will be provisionally shortlisted and called for personal interview. Selection shall be made according to merit drawn on the basis of performance of shortlisted candidates in the interview process.

B. GENERAL CONDITIONS

1. Candidates working in Government organization and Central/State Public Sector Enterprises/Autonomous bodies will route their applications through proper channel.
2. All information submitted in the application will be verified with original documents at the time of interview. If any, information provided by the candidate is found to be false or incorrect or not in conformity with the eligibility criteria, then his / her candidature is liable to be rejected / cancelled at any stage of the recruitment process.
3. Reservation for SC/ST OBC (NCL) / EWS / PWD / Ex Serviceman (including age relaxation) shall be as per Govt. guidelines. Age relaxation for Ex Serviceman will be service rendered in the armed forces plus three years. Internal candidates (BECIL) will be given age relaxation for 5 years. Candidates for reserved categories such as SC/ST/OBC (NCL) can also apply against the unreserved posts. However, age relaxation will not be allowed to such category candidates against unreserved posts.
4. If the candidate belonging to the OBC, a caste certificate issued in the current financial year only can be accepted as a current proof of his/her not belonging to "creamy layer" in the OBC.
5. Such persons who suffer from not less than 40% of relevant disability would be eligible for the benefit of reservation / Relaxation under PWD Quota in accordance with Govt. of India Guidelines in force. For availing this benefit a candidate has to submit a disability certificate issued by competent authority in prescribed format.
6. Management reserves the right to cancel / restrict / enlarge /modify / alter the recruitment / selection process, if need so arises, without issuing any further notice or assigning any reason thereafter.
7. In case of overwhelming response, the minimum eligibility standards/ criteria may be raised to restrict the number of candidates, if so required.
8. The Date, Time & Venue will be intimated ONLY to the eligible candidates after scrutiny of applications.
9. Attractive perquisites such as Medical, LTC, Leave Encashment, Gratuity, PF etc. are available as per rules. HRA, DA and other allowance as admissible shall be extra.
10. Place of posting: Anywhere in the projects / offices of the company within India or Abroad as per company's requirement from time to time.



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PROFORMA FOR APPLICATION

Candidates working in Government organization and Central/State Public Sector Enterprises/Autonomous bodies will route their applications through proper channel. Advance copies of the application may however be sent directly to BECIL.

NOTE: PLEASE FILL APPLICATION FORM IN BLOCK LETTERS ONLY

1.	Name of the post applied for		Paste Recent colored photograph
2.	Name of the Candidate		
3.	Father's Name		
4.	Permanent Address		
5.	Address for Communication		
6.	Current Office Address		
7.	Phone No.		
8.	E-Mail ID		
9.	Gender	Male <input type="checkbox"/> Female <input type="checkbox"/> Others <input type="checkbox"/>	

18. Details of Training courses attended if any. (Use separate sheet to detail out the contents of the trainings undergone).

S.No.	Name of the Course	Institution & Place	Duration (Years & Months)

I hereby declare that all the statements made in this application are true and compete to the best of my knowledge and belief.

Place:

Signature of the Candidate

Date

.....

Through Proper Channel

(To be filled by Department Concerned)

It is certified that the particulars furnished above by the candidate have been scrutinized and found to be correct as per official records.

(Signature & Designation of
Competent Authority
with Tel No. & Seal)