



# BROADCAST ENGINEERING CONSULTANTS INDIA LIMITED

(A Government of India Enterprise under Ministry of Information & Broadcasting)  
(A Mini Ratna Company)

**Head Office:** 14-B, Ring Road, I.P. Estate, New Delhi-110002, Phone: 011-23378823  
**Corporate Office:** BECIL Bhawan, C-56/A-17, Sector-62, Noida-201307  
**Phone:** 0120-4177850 / 4177860 **Fax:** 0120-4177879 **Website:** www.becil.com

File No.BECIL/HR/07/Recruitment-Project Manager (Policy & Compliance)

Dated: 21/03/2025

## VACANCY ADVERTISEMENT NO. 507

Applications are invited for Engagement of Project Manager (Policy & Compliance) purely on contract basis. The current place of posting will be Corporate Office, Noida. However, if required the candidates may be posted to any place in India based on official requirements.

S. No.	Name of Post	No. of Posts	Discipline	Experience (As on January 2025)	Upper Age Limit (As on January 2025)	Consolidated Pay (In Rs) (per month)
1	Project Manager (Policy & Compliance)	1	Manpower Resources	5 Years and above	35 Years	50,000/-

### 1. Qualifying Requirements:

#### A. **Post Name:** Project Manager (Policy & Compliance)

##### (i) **Qualification**

Post-Graduation Degree/Diploma in Human Resources or equivalent in HR from recognized Institute/University

(ii) **Experience:** Minimum 05 years' experience in HR roles. Candidates having Public Sector Experience will be given due preference.

- Excellent interpersonal and communication skills.
- Proven ability to handle sensitive and confidential Information with discretion.
- Demonstrated leadership and team management skills.
- Proven track record in HR management positions, showcasing the ability to oversee various HR functions effectively.
- Experience in managing employee relations, including conflict resolution, disciplinary actions, and performance management.
- Experience in developing and implementing HR policies, HR Contracts and procedures in alignment with organizational goals and legal requirements.
- Strong knowledge of employment laws, regulations, and HR best practices.
- Ability to develop and implement HR strategies and initiatives aligned with the overall business strategy.
- Demonstrated ability to address complex HR issues and find effective solutions.
- Ability to work under pressure.

##### (iii) **Job Requirement:**

- Understanding medium and long-term growth plans of the organization and formulating a vision for Manpower Resource (MR) Vertical, deciding on a strategic direction, and building plans to achieve organization goals.
- Implementing and driving change processes.
- Creating standardized procedures for streamlining Manpower Resource (MR) vertical at the organization.
- Ensuring labor compliance for client sites / in - house.
- Providing strategic direction and leadership on the development of appropriate policies to be applied in MR function.
- Researching and implementing best practice to enable best design of MR policies.
- Any other work assigned by authorities.

Sd/-  
**General Manager (HR)**  
Tel No: 0120-4177850

## 2. **Terms & Conditions:**

2.1. The candidates will be hired purely on contract basis initially for a period of **6 months** to begin with. This period could be extended further based on the requirement of the BECIL and satisfactory performance of the candidate.

2.2. The general terms and conditions of engagement are as listed below:-

- i. **Tax deductions** will be as per applicable rules.
- ii. **Allowances:** No allowance such as Dearness Allowance, Residential Telephone, Transport Facility/Transport Allowance, House Rent Allowance, CGHS, Medical reimbursement etc. is admissible.
- iii. **Leave:**
  - Every contract appointee on full time basis in Corporate/ Regional Office of the Company shall be entitled to 30 days leave in a year @ 2.5 days on completion of each month.
  - As per contract appointment rules candidates are expected to be on duty during normal working hours.
  - They may also be required to attend duty on Weekend/Holiday if work demand so.
- iv. **TA/DA:** TA/DA is allowed for travel in the country in connection with the Official work as per normal rules applicable to any serving officer.
- v. **No other benefits** will be admissible, No person, so appointed under these terms & conditions, by virtue of his/her selection as per the procedure, shall have any right to claim appointment in BECIL on a regular basis.
- vi. BECIL reserves the right to terminate the service of the candidates without any prior notice if the performance is not found to be satisfactory.
- vii. Candidates would be subject to the provisions of Indian Official Secrets Act, 1923 not only during the assignment but thereafter also.
- viii. Candidates should be in sound health (both physically and mentally), should not be accused in any pending inquiry and should be of impeccable integrity.
- ix. Candidate should submit a Police Verification Certificate within a month of joining.
- x. Any candidate attempts to influence the selection process or adopts unfair means will be summarily rejected/debarred from selection.

## 3. **Selection Procedure:**

- i. The applications received shall be shortlisted for interview based on the candidate's suitability for the position, in accordance with criteria approved.
- ii. Based on the above, candidates will be called for an interview in physical mode.
- iii. Candidate shall be selected by the Screening-cum-Selection Committee constituted by BECIL.
- iv. The final selection of candidate solely depends on the candidate's qualifications/experience, suitability for the post and his/her performance in the interview.

#### 4. How to Apply:

- i. The applications for selection to the above post will be accepted through SPEED POST/REGISTERED POST ONLY. **No other mode of application shall be entertained.**
- ii. Interested candidates can fill out the registration form and submit it along with a detailed Curriculum Vitae (CV) mentioning the Projects handled, the number of manpower managed, and other relevant details for assessing the suitability against the vacancy post. Additionally, self-attested copies of required documents must be enclosed in a sealed envelope in the prescribed format and send through Registered/ Speed Post to  
**Senior Manager (HR), Broadcast Engineering Consultants India Limited (BECIL), BECIL BHAWAN, C-56/A-17, Sector-62, Noida -201307 (U.P.).**
- iii. The necessary documents as listed below (self- attested photo copy) are required to be attached along with the application.
  1. Educational / Professional Certificates.
  2. 10<sup>th</sup>, 12<sup>th</sup> (if applicable)
  3. Birth Certificate.
  4. Caste Certificate(if applicable)
  5. Work Experience Certificate (if applicable)
  6. PAN Card copy
  7. Aadhaar Card copy
  8. Copy of EPF/ESIC Card (Pervious employer-if applicable)
  9. Bank passbook. Copy mentioning the bank Account details.
- iv. Application Processing Fee in the form of Demand Drafts (Mandatory) will be accepted In favor of “**Broadcast Engineering Consultants India Ltd, payable at New Delhi**”.

Category-wise Application Processing Fees	
Category	Application Processing Fee
SC/ST/ PwD	NIL
All Other Category	Rs. 295/- (Rs. 250/- (Basic fee) + Rs. 45/- (18% GST)

- v. **The last date of receipt of application is 6<sup>th</sup> April, 2025.** Applications in response to this Advertisement will be accepted only till the last date of submission of applications.
- vi. **The application processing fee submitted by the candidate shall not be refunded.**  
(उम्मीदवार द्वारा जमा किया गया शुल्क यानी आवेदन प्रसंस्करण शुल्क वापस नहीं किया जाएगा).

**Encl:** As above

***Disclaimer:*** Please do not give credence to any person, email, call or contact offering to facilitate employment in BECIL, other than by authorised person/employee of BECIL. You are advised to contact us at +91 120 4177850 for authentication, in case of any query or doubts in regards to this advertisement.

***डिस्क्लेमर:*** कृपया बेसिल के अधिकृत व्यक्ति/कर्मचारी के अलावा, बेसिल में रोजगार की सुविधा के लिए किसी भी व्यक्ति, ईमेल, कॉल या संपर्क की पेशकश पर भरोसा न करें। आपको इस विज्ञापन के संबंध में किसी भी प्रश्न या संदेह के मामले में प्रमाणीकरण के लिए +91 120 4177850 पर हमसे संपर्क करने की सलाह दी जाती है।

**Sd/-**  
**General Manager (HR)**  
Tel No: 0120-4177850



14. Educational/Professional Qualifications:

S. No.	Examination Passed	Course Name & Board/University/Institute	Year of Passing	Total Marks	Marks Obtained	Percentage
1	10 <sup>th</sup> passed					
2	12 <sup>th</sup> passed					
3	Graduation					
4	Post-graduation					
5	Diploma					
6	Others (if any)					

15. Work Experience (add separate sheet if required):

S. No.	Organization	Designation	Duration	
			From (DD/MM/YYYY)	To (DD/MM/YYYY)
1.				
2.				
3.				
4.				
5.				

16. Total years of experience: \_\_\_\_\_

17. References

S.No.	Name	Address	Contact Number

18. Languages known (Tick appropriate boxes)

	Read	Speak	Write
1. -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. -----	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Note: Please attach self-attested photocopies of following documents with this form:

1. Educational / Professional Certificates
2. 10<sup>th</sup> Certificate / Birth Certificate
3. Caste Certificate, if any.
4. Work Experience Certificates
5. PAN Card
6. Aadhar Card
7. Copy of EPF/ESIC Card (Previous employer-if applicable)

(.....)  
Signature of Candidate with date