



## BHARAT HEAVY ELECTRICALS LIMITED - ENGINEER/EXECUTIVE TRAINEE RECRUITMENT

### COMPANY PROFILE

Bharat Heavy Electricals Limited (BHEL) was incorporated in 1964 under the Indian Companies Act, 1956. BHEL, a Schedule- 'A' CPSE, is today the largest engineering enterprise of its kind in India. BHEL caters to the needs of core sectors like Power, Transmission, Industry, Transportation (including Railways), Defence, Water and various industries like Petrochemicals, Petroleum, Steel, Cement, Fertilizers etc. It has 17 Manufacturing plants, 8 Service centers and 4 Power Sector regional centers besides a large number of regional offices and project sites spread all over India.

The company has its footprint in more than 82 countries all over the world and has achieved a net turnover of Rs 27,850 Crores in 2017-18.

BHEL offers a challenging and rewarding career to young and dynamic graduates in the disciplines of Mechanical, Electrical, Civil & Chemical Engineering and HR & Finance Professionals to contribute towards Nation building in the fields of Power, Industry, Transmission, Renewable Energy, Transportation, Energy Storage, Defence & Aerospace, Oil & Gas and Water.

### Position - Engineer Trainee (Mechanical or Electrical or Civil or Chemical) & Executive Trainee (HR) & Executive Trainee (Finance)

Discipline	UR	EWS	OBC	SC	ST	Total
Mechanical	17	4	10	6	3	40
Electrical	13	3	7	4	3	30
Civil	9	2	5	3	1	20
Chemical	4	1	2	2	1	10
HR#	9	2	5	3	1	20
Finance	10	2	7	4	2	25
Total	52	12	29	18	9	145*

\* The number of vacancies indicated above is tentative and actual requirement may vary based on further assessment. The category wise reservation will be as per govt. guidelines issued in this regard. The above requirement is for BHEL's project sites and Manufacturing units spread across the country.

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\*Reservation for PWD candidate is 4% of the total number of vacancies.

# The notification of Executive Trainee (HR) is also to fill up "Welfare Officer" position across BHEL Units.

### Job Specifications:

Position	Educational Qualifications #	Upper Age Limit (years) (as on 01/04/2019)
Engineer Trainee in (Mechanical/ Electrical/ Civil/ Chemical)	Full-Time Bachelor's Degree in Engineering /Technology <u>or</u> Five year integrated Master's degree <u>or</u> Dual Degree programme in Engineering or Technology in the disciplines of Mechanical or Electrical or Civil or Chemical Engineering from a recognized Indian University/ Institute*	<b>27 Years</b> (Candidates born before 01/04/1992 are not eligible to apply)  <b>29 years</b> for candidates having two years' full time Post Graduate in Engineering or Business Administration/ Management

Executive Trainee in (HR)	Full time regular Bachelor's degree from a recognized Indian University* with atleast 60% marks in aggregate in all years  With  Two years full-time regular Post Graduate Degree/Diploma in Human Resource Management/ Personnel Management and Industrial Relations/ Social Work/ Business Administration with specialization in Personnel Management or Labour Welfare or HRM from a recognized Indian University/ Institute** with minimum 55% marks in aggregate of all years/semesters.	<b>29 Years</b> (Candidates born before 01/04/1990 are not eligible to apply)
Executive Trainee in (Finance)	Full time regular Bachelor's degree from a recognized Indian University*  With  Qualified Chartered or Cost and Works Accountants from recognised Institutions in India	<b>29 Years</b> (Candidates born before 01/04/1990 are not eligible to apply)

**IMPORTANT NOTE:**

**Candidates should be in a position to produce their Degree/Final year marks sheets by 1<sup>st</sup> July, 2019 or at the time of Interview, whichever is earlier.**

\*University incorporated by an Act of the Central or State Legislature in India or other Educational Institutions established by an Act of Parliament or declared to be deemed as Universities under Section 3 of the University Grants Commission Act, 1956

**# Equivalent Qualifications in Mechanical/Electrical/ Civil/Chemical Engineering**

For the above four disciplines of Engineering (i.e. Mechanical/Electrical/ Civil/Chemical) candidates with Engineering Degree in other disciplines considered equivalent by BHEL as below may also apply.

<b>BHEL Advertised Discipline</b>	<b>Disciplines of Engineering considered for position of Engineer Trainee</b>
<b>Mechanical</b>	<ol style="list-style-type: none"> <li>1. Industrial and Production Engineering</li> <li>2. Industrial Engineering</li> <li>3. Mechanical Production and Tool Engineering</li> <li>4. Production Technology Manufacturing Engineering (NIFFT Ranchi)</li> <li>5. Mechatronics</li> <li>6. Manufacturing Process and Automation</li> <li>7. Power Plant Engineering</li> <li>8. Production Engineering</li> <li>9. Production and Industrial Engineering</li> <li>10. Thermal Engineering</li> <li>11. Manufacturing Technology</li> <li>12. Power Engineering</li> </ol> <p><b>Note: Candidates having qualification in above Engineering disciplines should appear for Examination in "Mechanical" Discipline.</b></p>

<b>Electrical</b>	<ol style="list-style-type: none"> <li>1. Electrical &amp; Electronics</li> <li>2. Electrical, Instrumentation &amp; Control</li> <li>3. High Voltage Engg.</li> <li>4. Power Systems &amp; High Voltage Engg</li> <li>5. Electrical Machine</li> <li>6. Electronics &amp; Power</li> <li>7. Power Electronics</li> <li>8. Power Plant Engineering.</li> <li>9. Energy Engineering</li> <li>10. Power Engineering</li> </ol> <p><b>Candidates having qualification in above Engineering disciplines should appear for Examination in “Electrical” Discipline.</b></p>
<b>Civil</b>	1. Civil Engineering
<b>Chemical</b>	1. Chemical Engineering

### # Equivalent Qualifications in Human Resource Management Discipline

BHEL Advertised Discipline	Disciplines of PG Degree/Diploma considered for the position of Executive Trainee - HR
<b>Human Resource Management</b>	<ol style="list-style-type: none"> <li>1. Personnel Management</li> <li>2. Social Work*</li> <li>3. HRM</li> <li>3. Personnel Management &amp; IR</li> <li>4 Business Administration*</li> </ol> <p>* Candidates with PG in Social Work or Business Administration qualifications should have specialization/ elective in Personnel Management/ Labour Welfare/ HRM in their final year.</p>

### # Equivalent Professional Qualifications in Finance Discipline

BHEL Advertised Discipline	Professional Qualification considered for the position of Executive Trainee - Finance
<b>Finance</b>	<ol style="list-style-type: none"> <li>1. CA</li> <li>2. ICWA/ CMA</li> </ol>

### RESERVATION & RELAXATION:

1. **For PWD candidates:** Reservation for PWD candidates will be in accordance with Government directives.

The above mentioned positions of Engineer Trainee in BHEL are identified for Locomotor Disability, leprosy cured, Dwarfism, Acid Attack Victim, Blindness (Single Eye – Full Vision), Deaf, Hard of Hearing, Speech and Language Disability.

The above mentioned positions of Executive Trainee (HR) in BHEL are identified for Locomotor Disability, leprosy cured, Dwarfism, Acid Attack Victim, Low Vision, Blindness (Single Eye – Full Vision), Deaf, Hard of Hearing, Speech and Language Disability.

The above mentioned positions of Executive Trainee (Finance) in BHEL are identified for Locomotor Disability, leprosy cured, Dwarfism, Cerebral Palsy, Acid Attack Victim, Blindness (Single Eye – Full Vision), Deaf, Hard of Hearing, Speech and Language Disability.

2. Upper age limit is relaxable for candidates belonging to the following categories as under: -

- SC/ST: - by 5 years
- OBC (NCL): – by 3 years

For getting the reservation benefits under OBC category:

- i. The name of caste and community of the candidate must appear in the Central list of Other Backward Classes and the candidate must not belong to creamy layer. (to see list of approved OBC caste/community name in the central list, log on to <http://ncbc.nic.in/centrallistifobc.html/>)
- ii. The candidates need to furnish their OBC – non creamy layer (NCL) certificate (not more than one year old from the date of application to BHEL as per the format prescribed by Government of India (this format can be downloaded from BHEL careers website <http://careers.bhel.in/>)

- Persons with Disabilities Candidates:
  - by 10 years for General
  - by 13 years for OBC (NCL)
  - by 15 years for SC/ST.
- Relaxation in age for Ex-Servicemen will be as per extant Govt. rules.
- Upper age limit is relaxable by 5 years for the candidates who had ordinarily been domiciled in the state of Jammu & Kashmir during the period from 1/1/1980 to 31/12/1989.

3. **For EWS candidates:** Reservation for Economically Weaker Section candidates shall be done in accordance with Government directives.

### BHEL SELECTION PROCESS:

a) Candidates interested in joining BHEL as Engineer/Executive Trainee will have to appear for a **Computer Based Examination**. Based on the Examination Marks and requirement, candidates will be shortlisted for Interview in order of merit in the ratio of 1:7 to the number of vacancies in each discipline and Category. Persons with Disabilities candidates will be accorded upto 25% relaxation below the cut-off marks in their respective categories for being shortlisted for interview.

For shortlisting as per 1:7 ratio, initially, all UR candidates of each discipline of Engineering/HR/Finance along with such reserved category (i.e. EWS, OBC, SC, ST) candidates of that discipline, who do not avail any relaxation, will be grouped together and then arranged in descending order of merit of their Examination marks (marks out of 100) and candidates shall be called for interview in the ratio of 1:7 in UR category.

After this, candidates belonging to EWS/OBC/SC/ST categories, who are not shortlisted for interview under UR category, shall be regrouped with their respective categories for further consideration and candidates will be called for interview in prescribed ratio of 1:7 in their respective categories

All the candidates obtaining same cut-off marks in respective groups shall also be called for interviews.

b) The final merit list shall be prepared on the basis of 75% weightage to Examination Score & 25% weightage to Interview Stage.

## **TRAINING & EMOLUMENTS:**

Candidates joining BHEL as Engineer/Executive Trainees will undergo training for one year. During training period, basic pay of Rs 50,000/- in the scale of pay of Rs 50,000-1,60,000/- will be paid. After successful completion of training, the trainees will be absorbed as Engineers/Executives in the scale of pay of Rs 60,000-1,80,000/- with a basic pay of Rs 60,000/-.

Besides Basic Pay, Dearness Allowance (Currently 10% of Basic Pay), Perks and other Allowances (31% of Basic Pay) and benefits such as Leave, Medical facilities for self and dependent family members, Provident Fund, Gratuity, Performance Related Pay, Uniform, Subsidized Canteen Facilities, Company's accommodation or HRA etc. will be admissible as per Company Rules as applicable from time to time. The approximate CTC is Rs 12.0 Lakhs per annum for ETs.

## **MEDICAL STANDARDS:**

Applicants should possess sound health. Before Joining, selected candidates will have to undergo medical examination by the Company's Authorized Officer and the appointment will be subject to meeting the health standards prescribed by the Company. No relaxation in health standards is allowed.

The company's Medical Examination rules in brief can be accessed @ BHEL's Medical Examination Rules – hosted on the BHEL careers website. The Persons with Disability candidates are required to furnish self-attested copy of duly stamped Medical Certificate in relation to their benchmark disability from Government Hospital or Medical Board attached to Special Employment Exchange for the handicapped.

## **GENERAL INSTRUCTIONS:**

1. Candidates should be able to furnish their Degree/ Final Year Mark sheets at the time of Interview.
2. Candidates presently employed in Central/ State Government, Autonomous bodies, PSUs may apply through 'Proper channel' or submit 'No Objection Certificate' at the time of interview from their employer, if they are invited for interview. However, in the event of difficulty, they may send the application directly and produce the relieving order from their organisation in the event of selection.
3. The Candidates should ensure that they fulfil the eligibility criteria and other requirements and that the particulars furnished by them are correct in all respect. In case it is detected at any stage of recruitment process that the candidate does not meet the eligibility criteria and/or the candidate has furnished any incorrect/false information or has suppressed any material fact(s), the candidature of such a candidate is liable to be rejected. If any of the above shortcoming(s) is/are detected, even after appointment, his/her services are liable for suitable actions including termination and prosecution.
4. SC, ST, OBC (Non-Creamy Layer), EWS, PwD, J&K domiciled candidates and ex- servicemen should carefully mention the categories, since these details may not be allowed to be changed later.
5. Candidates belonging to OBC category but not covered under 'Non-Creamy Layer' are not entitled to OBC reservation. As such, they should indicate their category as 'GENERAL'.
6. Candidates applying under EWSs category should fulfil the conditions stipulated for applying under 'Reservation for Economically Weaker Sections (EWSs) in civil posts and services in Government of India' issued vide DoPT OM dt.19.01.2019. Such candidates should attach the

requisite certificate certifying their “Income and Asset of the family”, from an officer not below the rank of Tehsildar, along with their application and at the time of interview.

7. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto shall be subject to jurisdiction of the Courts at Delhi.
8. Applications that are not in conformity with the requirements indicated in this advertisement/ incomplete applications will not be entertained.
9. The candidature of applicants at all stages of selection process will be provisional and is subject to satisfying the prescribed eligibility conditions. Mere issue of unique acknowledgement number / Interview call letter to the candidate will not imply that his/her candidature has been finally cleared by BHEL. BHEL takes up verification of eligibility conditions with reference to original documents only once the candidate has been invited for interview.
10. BHEL reserves the right to cancel/ restricts/enlarge/ reopen the recruitment process, if the need so arises, without issuing any further notice or assigning any reason thereof.
11. Candidates are advised to possess a valid e-mail ID, which is to be entered in the on-line Application Form. They are also advised to retain this e-mail ID active for atleast one year as any important intimation to the candidates shall be provided by BHEL through e-mail. They are further requested to check regularly their e-mail (including message in SPAM folder) for any communication from BHEL in this regard.
12. The submission of applications will be ONLINE only through our website <https://careers.bhel.in>
13. In case of multiple submission of ONLINE applications from same applicant, only the last eligible application shall be considered as final submission for candidature in BHEL.
14. BHEL recruitment website <http://www.careers.bhel.in> will provide necessary details regarding, how to apply/ important dates / FAQs/ Interview call letters etc. No separate communication shall be sent to the candidate by post. It shall be the responsibility of candidate to read the detailed instructions on the website and adhere to application requirements. Candidates are advised to visit the website <http://careers.bhel.in> regularly for updates.

**DIARY DATES:**

Milestones	Scheduled Date
<b>For BHEL ET – 2019 Recruitment (Application Fees Rs 500 and Processing Fees Rs 300 +GST for UR/EWS/OBC and only Processing Fees of Rs 300+GST for SC/ST/PWD/EXSM)*</b>	
Opening of On-line submission of application	16 <sup>th</sup> April, 2019 at 10:00 PM
Closing of On-line submission of application	6 <sup>th</sup> May, 2019 at 11:45 PM
Last Date for On-line payment of Fees	8 <sup>th</sup> May, 2019 at 06:00 PM
Date of Examination**	25 <sup>th</sup> & 26 <sup>th</sup> May, 2019

*\* The applicant may have to bear Bank Charges over & above the application fees, depending upon fees payment through Internet banking/Debit card/ Credit Card etc.*

*\*\* Candidates shall be given option to choose amongst the Test Centers/ Venue for upto 5 choices. However, BHEL reserves the right to add or cancel any city/center depending upon the no. of candidates choosing a particular city/center. Any changes in the indicated date for Computer Based Examination, shall be placed on our website <https://careers.bhel.in> for information.*