



## 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

### VACANCY ADVERTISEMENT NO. 481

Applications are invited in **offline mode** for recruitment of following manpower purely on contract basis for deployment in the office of Cement corporation of India Ltd (Corporate office, New Delhi).

S. No.	Department	Designation	No. of post	Eligibility criteria	Monthly Remuneration (in Rs.)
1	Technical & Operations	Technical Assistant	02	i) <b>Qualification:</b> B.Tech Degree/ Graduate with knowledge in MS-office. ii) <b>Maximum Age:</b> Upto 35 years as on 01.04.2024. iii) <b>Work experience:</b> Minimum 01 year.	Rs.30,000/-
2	HR	Data Entry Operator	02	i) <b>Qualification:</b> Graduate in any discipline with knowledge in MS-office. ii) <b>Maximum Age:</b> Upto 40 years as on 01.04.2024. iii) <b>Work experience:</b> Minimum 01 year. iv) Good knowledge of Hindi & English language.	As per applicable Minimum Wages
3	MM(Material Management)	Technical Assistant	01	i) <b>Qualification:</b> Graduation Degree. ii) <b>Maximum Age:</b> Upto 40 years as on 01.04.2024. iii) <b>Work experience:</b> Candidates with minimum 01 year of experience in a company.	Rs.30,000/-
4	Vigilance	Data Entry Operator	01	i) <b>Qualification:</b> Graduation Degree. ii) <b>Maximum Age:</b> Upto 40 years as on 01.04.2024.	As per applicable Minimum Wages

1. Selection will be made as per the prescribed norms and requirement of job.
  2. Preference will be given to local candidates and who have work experience in the same/similar department.
  3. No TA/DA will be paid for attending the test/ document verification / personal interaction /joining the duty on selection etc.
  4. Application must be submitted in **OFFLINE** mode only for the above post.
  5. The interested candidates must submit an application alongwith copies of educational qualifications and experience certificates in a sealed envelope in the prescribed format attached through speed post & address it to  
**“Broadcast Engineering Consultants India Limited (BECIL),  
BECIL BHAWAN, C-56/A-17, Sector-62,  
Noida-201307 (U.P).”**
- The candidates are directed to mention the “Advertisement No:.....and Post Name:.....” In the subject line. The candidates/ applicants must ensure their eligibility (age, qualification, experience etc.) before applying for the post. BECIL will not take responsibility for wrong application/ ineligible condition.
6. Candidates will be informed via email / telephone for further process.
  7. Candidates must review their application forms carefully before final submission. BECIL will not accept any request for changes to be made in the information submitted by the candidates wrongfully.
  8. Only shortlisted candidates as per above eligibility criteria will be called for further process. Candidates are directed to mention complete educational qualification and work experience details in offline application form. Mere filling the registration form will not confirm your suitability/selection for the post.
  9. Applications which are not in prescribed format shall be summarily rejected.
  10. Candidates are requested to take a photocopy of their Application Forms after offline submission and retain with them for future reference.
  11. BECIL will not be responsible for any writing errors (i.e Email IDs, Mobile Number etc.) in the application forms submitted by applicant.
  12. Candidates are requested to attach all the documents in support of their claim regarding educational qualification & experience etc. Incomplete applications shall be summarily rejected.

Disclaimer: Terms and conditions given in the advertisement are guidelines only. In case of any ambiguity, decision of BECIL will be final and binding on candidates.

In case of any doubt & queries please contact to: 0120-4177850/860.

**The Last date for receipt of application to BECIL is till 10.09.2024(Closing of Office hrs.)**

**Sd/-  
GM (Project-III)**

### **Terms & Condition for how to apply**

1. Interested Candidates can fill the registration form along with copy of required attachments against advertisement. Documents shall be self-attested photocopies as per following documents:
  1. Educational / Professional Certificates.
  2. 10<sup>th</sup>/Birth Certificate.
  3. Caste Certificate(if applicable)
  4. Work Experience Certificate (if applicable)
  5. PAN Card copy
  6. Aadhar Card copy
  7. Copy of EPF/ESIC Card (Pervious employer-if applicable)
2. If you want to apply for one or more post against the same advertisement, you shall be submitting registration form separately. The registration fees shall be applicable as per number of posts applied.
3. Candidates are required to have a valid e-mail ID at least six months of applied. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new E-mail ID before applying offline.
4. Offline payment for registration (non-refundable) for application. Demand Drafts (Mandatory) will be accepted In favor of **“Broadcast Engineering Consultants India Ltd, Noida”**.

#### **Category-wise registration fees as applicable of candidate are as below:**

- General/ OBC/ Ex-Serviceman/ Women - Rs.590.00
- SC/ST/ EWS/PH - Rs.295.00.

5. Candidates must write the details of Demand Draft (DD No\_\_\_\_, DD Amount\_\_\_\_, Issuer Bank \_\_\_\_\_, Date of Issue\_\_\_\_) with pen at the end of the second page on the registration form.
6. Candidates are advised to fill the post judiciously as per the advertisement released by BECIL.
7. All the communications will be made either on registered email or registered mobile number.
8. In case of submission of any false information or false documents, action, as per rules in addition to complaint with local authorities be made, on the desecration of BECIL.
9. No candidate shall make any communication with our client.
10. Candidates are requested to enter the details in the offline application format carefully. After submission of the application, no modification will be permitted and fees once paid will not be re-funded.

***\*Candidates are advised to apply through above mentioned website only, candidates will be solely responsible for submitting their application through any other website. The candidates are requested to check their email & messages regularly. BECIL will inform the selected candidates through email & sms. BECIL will not be responsible for any delay on candidate's part. \*\****



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