



**BHARAT ELECTRONICS LIMITED**  
**A Government of India Enterprise, Under the Ministry of Defence**

Advt No: 12949/SAFETY/HR/GAD/2024/01

Dt: 23.09.2024

Bharat Electronics Limited, India's premier Navaratna Defence Electronics Company requires experienced personnel for the permanent post of Senior Safety Officer for its Ghaziabad unit:

S No	Post/Grade	No. of Post	Qualification & Experience as on <b>01.09.2024</b>	Percentage of marks/Class	Upper Age Limit as on <b>01.09.2024</b>	Scale of Pay
1.	Senior Safety Officer/ E-III	1(UR)	BE/BTECH/AMIE/GIETE in any discipline with <b>Diploma in Industrial Safety</b> and having minimum 4-5 years of relevant post-qualification experience	First Class	32 Years	Rs. 50,000 - 3% - 1,60,000 /-

- ❖ In addition to Basic Pay, other allowances like Dearness Allowance, House Rent Allowance, Conveyance Allowance, Performance Related Pay, Professional Development Allowance, Medical Reimbursement, Leave Travel Allowance, Group Insurance, PF, Gratuity, Superannuation Pension etc (as per Company rules) will be a part of remuneration package.
- ❖ Ex-servicemen and PwBD candidates will be entitled to reservation and other concessions as per guidelines notified by the Government from time to time.

**Qualification:** BE/B.TECH/AMIE/GIETE in any discipline should be acquired from AICTE approved Colleges/institutions or a recognized University with Advance Diploma in Industrial Safety (ADIS)/Diploma in Industrial Safety (DIS)/ Post Diploma in Industrial Safety (PDIS) from CLI,Mumbai /RLI Chennai/Faridabad/Kanpur/Kolkata will only be considered.

*PG Diploma in Industrial Safety along with above mentioned qualification will be preferred.*

**Relevant Post-Qualification Work experience:** 4-5 years of practical experience of working in a factory in a supervisory capacity in production or maintenance or safety department.

**Please Note:**

- Candidate possessing relevant Industrial post qualification experience (after BE/B.TECH/AMIE/GIETE & Diploma in Industrial Safety) as mentioned above only needs to apply.
- Academy/Teaching/Research work, experience in non-profit organization, internship/project work placements are part of academic curriculum will not be considered as experience. Work



experience prior to completion of Diploma in Industrial Safety will not qualify as relevant Post Qualification Experience.

- iii.) Prior experience as Trainees/Fixed-tenure/Contractual engagement in BEL/other PSUs will not be considered as relevant experience for the posts advertised.
- iv.) Candidate should possess experience certificates/documents issued by the previous and present employer clearly indicating period of employment and post held.
- v.) The decision of the Selection Committee with respect to relevance of industrial experience will be final. Experience indicated without supporting documents will not be considered and is liable to be rejected / cancelled without any prior intimation.

**Job roles/Duties of Senior Safety Officer:** The duties of the Senior Safety Officer shall be to advise and assist the factory management in the fulfilment of its obligations, statutory or otherwise concerning prevention of personal injuries and maintaining a safe working environment. These duties shall also include the following, namely:

- (i) To advise the departmental heads, supervisors and other such officer in planning and organizing measures necessary for the effective control of personal injuries;
- (ii) To advice on safety aspects in all job studies, and to carry out detailed job safety studies of selected jobs;
- (iii) To check and evaluate the effectiveness of the action taken or proposed to be taken to prevent personal injuries;
- (iv) To advise the personnel of store purchase department in ensuring high quality and availability of personal protective equipments etc.;
- (v) To advise on matters relating to carrying out plant safety inspections;
- (vi) To carryout plant safety inspection in order to observe the physical condition of work and the work practice procedures followed by the workers and to render advice on measures to be adopted for reducing the unsafe physical conditions and preventing unsafe actions by workers;
- (vii) To render advice on matters relating to reporting and investigation of industrial accidents and diseases;
- (viii) To investigate fatal and serious accidents and to suggest remedial measures to the management;
- (ix) To investigate the cases of industrial disease contracted and dangerous occurrences reportable under Rules 110 and 112 of the Utter Pradesh Factories Rules,1950;
- (x) To advice on the maintenance of such records as are necessary relating to accidents; dangerous occurrences and industrial diseases;
- (xi) To promote setting up of safety committees and to act as an adviser and catalyst to such committees;



- (xii) To organize in association with the concerned department, campaign, competitions, contests and other activities which will develop and maintain the interest of the workers in establishing and maintaining safety conditions of work and procedure;
- (xiii) To design and conduct either independently or in collaboration with the organisations, departments imparting industrial safety training, suitable training and educational programme for the prevention of personal injuries and to hold safety seminars at least once in a year;
- (xiv) To prepare annual report of accidents and industrial diseases suggesting their remedial measures and to put up before the annual meeting of the Board of Directors.

In addition to above, any work based on the requirement of BEL, will also be assigned.

### HOW TO APPLY:

Candidates are advised to download the application format available on the website (<https://www.bel-india.in>). The application form should be filled in block letters and should be complete in all respects. Self-attested copies of the following documents are required to be submitted along with application form.

1. SSLC / Matriculation certificate (Proof of Age)
2. A recent passport size photograph.
3. Mark sheets & Degree certificates of all the qualifications acquired (BE/BTECH and PG Diploma).
4. Experience Certificates along with details of duties performed.
5. No Objection Certificate, if applicable. (Candidates working in the PSU/Government or quasi-government Organizations/ Serving in Defence Forces should submit their application through proper channel or produce a NO OBJECTION CERTIFICATE at the time of interview without which they will not be allowed to appear for the interview)
6. Any other relevant certificate.
7. **SBI Collect Payment Receipt: Candidates belonging to General/ OBC/EWS category are required to remit an amount of Rs.708/- (Rs.600+18% GST) towards application fee.**

Ex-servicemen/ SC/ ST/ PwBD candidates are exempted from payment of application fee.

The application fee is non-refundable. Candidates must go through all instructions and eligibility criteria carefully before remitting Application Fee. Fee once paid will not be refunded in any case/ circumstance.

### INSTRUCTION FOR MAKING PAYMENT –

1. Candidates are requested to read the details and screenshots for making the payment available on BEL website.
2. The link to remit the application fee is given below:  
<https://www.onlinesbi.com/sbicollect/icollecthome.htm?corpID=14842>
3. Select payment category: Senior Safety Officer– BEL-GAD.
4. Complete the payment as explained in the instruction file.
5. Candidates have to enter the “SBI Collect No.” generated after payment, in the Application Form and enclose a copy of the receipt along with the application form.



**Note: While paying application fees through SBI collect, candidates should ensure that they mention the same mobile number and email id in SBI collect as has been mentioned by them in the application form.**

**METHOD OF SELECTION:** Selection will be through a Written Test followed by an Interview (only for those candidates who qualify in the written test). Candidates will be shortlisted in the ratio of 1:7. Selection process will be held at Delhi/NCR only.

Candidates willing to apply should send their application in the prescribed format along with the copies of the relevant documents in support of eligibility, in a sealed cover super scribing “Application for the post of Senior Safety Officer for Ghaziabad Unit” **on the envelope** and addressed to Dy.Manager (HR), Bharat Electronics Limited, P.O. Bharat Nagar, Sahibabad, Ghaziabad Pin – 201010, (U.P.) through Regd. Post/Speed Post/courier only. Please note applications by hand will not be accepted.

**The last date for receipt of applications is 20.10.2024.**

**GENERAL CONDITIONS:**

- i. Only Indian Nationals can apply.
- ii. No Objection Certificate, if applicable. (Candidates working in the PSU/Government or quasi-government Organizations/ Serving in Defence Forces should submit their application through proper channel or produce a NO OBJECTION CERTIFICATE at the time of interview without which they will not be allowed to appear for the interview)
- iii. Appointment of the selected candidates will be subject to being found medically fit by the Company’s Medical Authorities.
- iv. There will be no separate communication to any candidate on their non-selection at any stage.
- v. In respect of Persons with Benchmark Disability, the degree of disability that the candidate should have, for consideration under the category, will be as prescribed by Government of India norms.
- vi. BEL reserves the right to debar you at any stage of the written test / interview proceedings, if your candidature is not considered suitable for any reason.
- vii. Canvassing in any form will result in disqualification.
- viii. The admission at all stages of the selection process will be purely provisional. Mere issue of admit card / interview call letter to the candidate will not imply that his / her candidature has been cleared by BEL.
- ix. The officer may be posted at any location in India/ abroad at the sole discretion of BEL Management.
- x. Candidates are required to possess at least one valid e-mail ID. Candidates are advised to keep the email ID (to be entered compulsorily in the application form) active for at least one year. No change in the email ID will be allowed once entered. All correspondence with candidates shall be done through email only. Responsibilities of receiving and downloading of information/ communications etc. will be of the candidate. BEL will not be responsible for bouncing of e-mails, non-receipt of e-mails due to invalid e-mail IDs, setting options exercised by the candidate, etc. and no correspondence in this regard will be entertained. No conveyance/ travelling charges will be reimbursed for attending the written test.
- xi. Screening and selection will be based on the details provided by the candidates in the application form. Furnishing of wrong/false information and inaccurate or incomplete



- information will be disqualified and BEL will not be responsible for any consequence of furnishing such wrong /false/ inaccurate/ incomplete information.
- xii. Any revision, clarification, addendum, corrigendum, time extension, etc. to the above advertisement will be hosted on “Careers” section of BEL Website: [www.bel-india.in](http://www.bel-india.in) only and no separate notification shall be issued in the press. Candidates are requested to visit the website regularly to keep themselves updated.
  - xiii. Decision of BEL in all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, qualifications and other eligibility norms will be final and binding on the candidate.
  - xiv. Merely fulfilling the minimum requirement of qualification and experience will not vest any right on the candidates to be called for the selection process/ interview.
  - xv. BEL reserves the right to change (cancel / modify / add) any of the criteria, method of selection, number of posts; indicated above based on the actual requirement at the time of selection.

<b>SCHEDULE OF RECRUITMENT</b>	
Start of Submission of Application fee	23.09.2024
Last date for receiving the complete applications	20.10.2024
Written Test / Interview	Mid of November,2024(Tentatively)

**For further details or any clarification mail to: [recruitmentgad@bel.co.in](mailto:recruitmentgad@bel.co.in)**

BEL has a robust and transparent recruitment process where the selection criteria is purely based on merit of the candidate. BEL does not demand or charge any fee or request for money deposits at any stage of the recruitment process other than the application fee mentioned in this advertisement. We urge job seekers not to be misled by any communication made by fraudsters purporting to be representatives of our Company and demanding payment in lieu of employment in BEL. The Company is not liable for any loss that may ensue from such fraudulent actions.

***BEL reserves its right to take legal action including criminal action against such fraudsters.***

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