

APPLICATION FORM
(To be filled in block letters only)

Affix your
Recent
Photograph

Post Applied for	Jr. Assistant (HR)
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- Name of the candidate in full : _____
(As per SSLC/ SSC Certificate)
- Father's Name : _____
- Date of birth: (DD/MM/YYYY) _____ Age : _____ YY _____ MM (as on 01.03.2026)
(Attach the self attested copy of proof of birth date)
- Gender : _____ (Male / Female / Others) 5. Category : _____ EWS/EWS(PwBD)
(Attach the self attested copy of caste certificate)
- Indicate (tick) if you are a Person with Benchmark Disability. If yes, degree of disability _____ %
(Attach the self attested copy of PwBD certificate)
- Nationality : _____ 8. Religion : _____
- Aadhar Number: _____ 10. Marital Status : _____
(Attach the self attested copy of Aadhar card)
- Correspondence Address: _____

PIN CODE : _____
Telephone No.: _____
- Permanent Address : _____

PIN CODE : _____
Mobile No.: _____
- E-mail Id: _____
(All correspondence will be made to this email id only)
- FEE PAYMENT DETAILS (IF APPLICABLE) Note : Attach original SBI Payment receipt along with application
SBI Receipt No _____ Receipt Date _____
- QUALIFICATION (from SSLC / SSC onwards) :

Qualification	Main Subject	Percentage & Class Secured	Year of Passing	Institution where studied
10 th Standard				
12 th Standard				
Graduation(/)				
Other Higher Education/Professional Qualification				

Attach the self attested copies of the Mark sheets and degree certificate

16. CONVERSION OF QUALIFYING MARKS :

(Attach the self attested copy of CGPA / DGPA / OGPA grade to mark conversion certificate)

17. Are you registered in Uttar Pradesh Employment Exchange: YES/NO

if yes,specify Employment Exchange Registration No._____ and Registration is valid upto_____

Qualification	Semester	Semesters Maximum Marks	Semesters Marks obtained	Percentage (%)
BBA/BBM	Total of All Semesters			

Note : 1. The candidates, if their University / institute following an evaluation systems like CGPA / DGPA /OGPA / grading system , have to calculate same to percentage (%) as per their university formula and the same shall be indicated above, The conversion certificate issued by university / Institute is to be Submitted along with application form, compulsorily.

2. Attach the self attested copy of mark sheets of all semesters.

18. Are you working in PSUs/Government/Quasi Government organizations : YES/NO

19. EXPERIENCE : If Any

Name of the Organization	Service Period (Date)		Duration of service		Designation	Cost to the Company (CTC)	Brief on duties & responsibilities / projects handled (use separate sheet for more details)
	From	to	Years	Months			
Total Wok Experience (YY MM)							

Note: 1. Attach the self certified copies of the experience certificate/s with clear mention of all above details.

20. Have you appeared or applied for any other post/ previous selections for Appointment in BEL in last one year , if so, please furnish the details in brief:

21. Please give particulars of your relative employed in BEL, if any:

Name	Relationship	Designation	Department	SBU / Unit

22. The check list of the following copies of the certificates / documents self – attested and attached to the application in the following order:

SL	Copies of Certificates	Yes / No / Not Applicable
1	Recent passport size photograph to be attached at the space provided in application form	
2	SSC / SSLC Marks card as proof of Age	
3	Graduation Marks card (All semesters)	
4	Graduation Final Degree Certificate	
5	Conversion formula for conversion of CGPA / DGPA / OGPA or letter grade to percentage marks & awarded class, duly certified by the University / Institution, wherever applicable.	
6	SBI Payment receipt, if applicable	
7	Category Certificate/Disability Certificate- EWS/EWS(PwBD)(as applicable)	
8	Uttar Pradesh Employment Exchange Certificate	
9	No Objection Certificate (NOC) from present Employer (If Working)	
10	Work experience certificates (If Any)	
11	Any other relevant document	

23. Hobbies / Special Interest : _____

24. If presently working (at any post) with Bharat Electronics Ltd, kindly furnish following details :

Designation : _____ Staff No. _____ Name of the Unit/SBU : _____

UNDERTAKING

I affirm that the information given above is true and correct. I also affirm that I have acquired the prescribed qualification from AICTE approved College / Institution or a recognized University. Further I undertake that, if at any stage, it is discovered that an attempt has been made by me to willfully conceal or misrepresent the facts stated above, my candidature may be summarily rejected or my engagement be terminated.

Date :

Place :

SIGNATURE OF THE CANDIDATE