



## BHARAT ELECTRONICS LIMITED

(A Government of India Enterprise under the Ministry of Defence)

Bharat Electronics Limited (BEL) a Navaratna Company and a premier Indian Public Limited Company in Professional Electronics with a portfolio of over 350 different products in the areas of Military Radars, Naval Systems, Electro-Optics, Weapon & Fire Control Communication, Homeland Security, Strategic Communication & Unmanned System, Electronic Warfare, Tank Electronics and Electro Optics. BEL requires Medical Officer (E-II grade) on **PERMANENT BASIS** for its Kotdwara Unit (Uttarakhand)

S No.	Post/ Grade	No. of Post	Reservation points	Qualification & Experience as on 01.03.2024	Percentage of marks/ Class	Upper Age Limit as on 01.03.2024	Scale of Pay
1.	Medical Officer/ E-II	2 { 1 Male 1 Female}	UR-01 OBC-NCL-01	MBBS with minimum 2 years of relevant post- qualification experience. (Experience in Industrial Establishment is desirable)	Pass	30 Years	40,000 - 3% - 1,40,000

- 1) Qualification:** MBBS (Pass class) should be recognized by Medical Council of India and Candidate should be registered with either Medical Council of India or State Medical Council. Internship training shall not be considered as work experience/practice.
- 2) Mode of Selection:** Selection will be through a written test followed by Interview for only those candidates who qualify in written test in the ratio of 1:5.
- 3) Pay and Allowances:** In addition to Basic Pay, other allowances like Dearness allowance, House Rent Allowance(HRA), Non-practicing allowance (20% of the Basic Pay), 35% of the Basic Pay as perquisites, Performance Related Pay (PRP), Group Insurance, Medical Facilities, Provident Fund, Pension, Gratuity, as per the Company's rules will be part of the remuneration package.

**Job roles:** To attend OPD in company medical center, medical bills (IPD & OPD) approval of employees and retired employees, Medicine procurement (Indenting, checking disbursement), cancer medicine for retirees, Health check-up of employee/contract labor working in hazardous area (every six month), Health checkup of children at crèche, Various activities like coordination for handling of bio medical waste, Hospitals/ Specialists rates, Administrative work like employee's grievances, medical fitness of new joining (PEME examination), first aid training and monthly classes for retired employees, Emergency handling/ referral letters to employee/hospitals, Medical Officer look after implementation/recommendation points advised by Medical committee, Handling audits (ISO 14000K, HIRA, Safety, etc), Medical camps under CSR or any other work as assigned.

#### 4) Application Fee:

Post	Application Fee	Exemption
Medical Officer	Rs.600 + 18% GST/ = Rs 708	Candidates belonging to SC, ST, PwBD & ExSM categories are exempted from payment of application fee.



**5) MODE OF PAYMENT:** - The payment mode is online only. Please check the link given on BEL website regarding instructions for making SBI online payment of application fee. After the payment confirmation, please take a print out of the receipt and send it along with the application form. Applications from Gen/OBC candidates without application fee payment receipt will not be accepted.

**Payment Link**     <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm?corpID=14842>

- a. Candidates are requested to read the details and screenshots for making the payment.
- b. Candidates may go through all instructions and eligibility criteria carefully before remitting Application Fee and submitting the application. **Fee once paid will not be refunded under any circumstances.** Candidates may take note that no cheque, DD or cash will be accepted towards payment of application fee.

**6) How to Apply:** Candidates willing to apply may submit their application in the **prescribed format** along with the copies of the relevant documents in support of eligibility and print out of the fee payment receipt with the Journal Number, in a sealed cover super scribing "Application for the post of MEDICAL OFFICER" and addressed to MANAGER (HR), Bharat Electronics Limited, Balbhadrapur, Kotdwara-246149, Uttarakhand. One copy of application and payment receipt may be retained by the candidate for future reference. The last date for receipt of application is 27.03.2024.

#### **7) General Instructions:**

- a. Only Indians Nationals need to apply.
- b. Academic/ Teaching/ Research work experience will not be considered as post-qualification experience.
- c. Candidates should possess Experience certificate/ documents issued by the previous and present employers clearly indicating period of employment and post held.
- d. The decision of the selection committee with respect to professional and post-qualification experience will be final. Work experience indicated without supporting documents will not be considered and is liable to be rejected/ cancelled without prior intimation.
- e. Candidates belonging to OBC(NCL)/SC/ST/EWS categories should meet the eligibility norms notified for UR category for consideration against unreserved vacancy. In other words, OBC (NCL)/SC/ST/EWS candidates applying for unreserved post shall be considered under general standard of merit and no relaxations (except payment of application fee for SC/ST/PwBD/ESM) shall be available for the candidates.
- f. The Disability certificate should be strictly in the format available in BEL website failing which the application is liable for rejection under the respective category.
- g. Outstation candidates called for interview shall be reimbursed Second (II) class to and fro train fare by the shortest route (from their correspondence address) on production of receipt or other supporting documentary evidence in respect of the onward journey.
- h. Mere fulfilling the minimum requirement of qualification and experience will not vest any right on the candidates to be called for written test/interview. BEL reserves the right to shortlist the candidates based on the nature of past relevant experience acquired post prescribed qualification.
- i. In the event any candidate has litigated with his/her employer in the past, the same should be clearly mentioned in brief.
- j. Applications that are incomplete, not in prescribed format, without any required enclosures will be summarily rejected without assigning any reason. No correspondence will be made in this regard.
- k. Request for change of category once declared in the application will not be entertained.
- l. Candidates desirous of seeking employment with BEL need to be medically fit as per company's pre-employment medical standards.



- m. Candidature is liable to be rejected at any stage of recruitment/ eligibility/ selection process or after joining, if any information provided by the candidate is not found in conformity with the criteria mentioned in the advertisement. The candidature is also liable for rejection at any stage if BEL comes across any evidence/ knowledge that the qualification, experience and any other particulars indicated in the application/ other forms/ formats are not recognized/ false misleading and/or amounts to suppression of information/ particulars which should have been brought to the notice of BEL
- n. Application received after the last date of submission will not be considered.
- o. Candidates with Disability of not less than 40% only will be eligible for reservation and relaxation as PwBD. PwBD candidates are required to submit disability certificate issued by the Medical Board in the prescribed format (available in Company's website [www.bel-india.in](http://www.bel-india.in)) along with the application.
- p. Candidates are required to possess at least one valid e-mail ID which is to be mentioned in the application form. Candidates shortlisted for the written test/interview will be informed through e-mail regarding the date, time and venue for the written test and interview. BEL will not be responsible for bouncing of any e-mail sent to the candidate.
- q. Applications that are incomplete, not in the prescribed format, not legible, without the required enclosures will be summarily rejected without assigning any reasons and no correspondence in this regard will be entertained.
- r. In case any dispute arises on account of interpretation of clauses in any version of this advertisement other than English, the English version available on BEL website shall prevail.
- s. Any revision, clarification, addendum, corrigendum, time extension etc to the above advertisement will be hosted on the carrier's section of BEL website and no separate notification will be issued in the press. Candidates are advised to visit the website regularly to keep themselves updated.
- t. Management reserves the right to increase or decrease the vacancies and also cancel/ restrict/enlarge/ modify/alter the recruitment/ selection process, if need so arises, without issuing any further notice or assigning any reason thereafter. **There will be no separate communication to any candidates on their non-selection at any stage.**

#### 8) Documents to Be Submitted by Candidates along with Application form:

- a. SSLC/Matriculation Certificate (as proof of date of birth)
- b. Qualification mark sheets certificates of MBBS Degree of all semesters.
- c. Medical Council Registration Certificate.
- d. Experience Certificates from previous employer's/ Appointment letter/ Latest Salary Slip in case of present employer.
- e. Pan Card Copy for Identify Proof.
- f. Aadhaar Card Copy for Identify Proof.
- g. Disability certificate/ Caste certificate in case of OBC (NCL)/ SC/ ST (if applicable, strictly in the prescribed formats, which are available on the BEL website). Candidates belonging to OBC category should produce the Certificate issued on or after 01.07.2023 and for EWS, certificate issued for the year 2023-24.
- h. Payment Receipt Copy for General and OBC candidates.
- i. No Objection Certificate, if applicable. (Candidates working in the PSU/Government or quasi-government Organizations/ Serving in Defense 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).
- j. Discharge certificate to be produced in case of ex-servicemen.
- k. In case any University/ Institute following an evaluation system of CGPA/DGPA/OGPA or letter grade, the candidate, wherever applicable, should submit percentage (%) conversion certificate issued by university/ institution along with the application.
- l. Failure to forward the indicated enclosures will result in disqualification, even if the candidates have remitted the application fee.



**Note:** BEL reserves the right to debar/disqualify any candidates at any stage of the selection process for any reason what so ever. Canvassing in any form will result in disqualification.

**Disclaimer:**

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.

<b>SCHEDULE OF RECRUITMENT</b>	
Last date Submission of Application fee	27-03-2024
Last date for receiving the complete applications	27-03-2024
Written Test & Interview	Will be intimated later

For further details or any clarification: -

- Mail at: [RECKOT@BEL.CO.IN](mailto:RECKOT@BEL.CO.IN)
- Contact No. : 1382-231116

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