

From : Rachna Shekhar, Sr.DGM (HR), BHEL, Corporate Office, Asiad

To : **Head of HR**

BHEL – Bhopal / Hyderabad/ HPBP & SSTP Tiruchy / HEEP / CFFP / Jhansi / EDN / SBD / ISG / Corporate R&D-Hyderabad / BAP Ranipet / ROD (HQ) / Industry Sector / I.O./ TBG Delhil / HERP Varanasi / FSIP-Jagdishpur / IVP-Goindwal / CLD Noida/ CFP Rudrapur/ PS (HQ)/ PS-PEM, Noida/ PS-NR / PS-TS / PS-ER Kolkata / PS-WR Nagpur / PS-SR Chennai / PS-PMG / PS-SSBG /PS-Marketing/ NBG/HBG/PCSG/ Piping Centre-Chennai / EMRP Mumbai/ ASSCP-Gurgaon / Corporate Office

Ref.No.AA:R:17(ST)

Dated: 29th March, 2021

We are commencing open recruitment of Supervisor Trainees (Finance) in 2021. Our recruitment website: <http://careers.bhel.in> will host the recruitment from 5th April, 2021 and detailed advertisement is stated to come in the Employment News Edition of 3rd April, 2021. A copy of the same is being sent herewith with a request that the advertisement may be given wide publicity in your Unit/ Division for the information of all concerned.

All relevant details related to this recruitment shall be available at our recruitment website: <http://careers.bhel.in> and the on-line submission of applications starts from 5th April, 2021. Applications are to be submitted on-line at the aforesaid website. No other form of application will be entertained.

In this regard, the following may kindly be noted in respect of departmental candidates and for Dependents of Deceased Employees:

A) Job-Specifications for Departmental Candidates

Eligibility:

Departmental candidates working in A7/ B7 or lower grades in BHEL shall be eligible to apply. However, employees in A7/ B7 grades will be eligible to apply only if their service in the grade i.e. A7/ B7 is less than or equal to two years as on the last date of submission of applications.

As per policy, all departmental candidates are eligible to apply if they have served a minimum of one-year service in the grade to which they have been recruited.

Qualification:

Full-time/ Part-time /Correspondence B.Com. Degree from recognized Indian University with minimum 60% marks in the aggregate of all years/ semesters for Gen/ OBC/EWS and 50% marks for SC/ ST candidates are eligible.

Upper Age Limit:

No upper age limit is applicable for departmental candidates.

Application & Processing Fees:

Departmental candidates are also required to pay the processing fee as applicable for Supervisor Trainees.

B) Consideration of dependents of Deceased Employee of BHEL for Supervisor Trainee positions:

Dependents of deceased employees are also to be considered for the post of Supervisor Trainee (Finance) on compassionate grounds. For processing such cases of dependants of deceased employees, following points may kindly be noted:

- Out of the total 40 vacancies of Supervisor Trainees (Finance), 08 vacancies have been earmarked for dependants of deceased employees of BHEL. Unfilled vacancies, if any, shall later be shifted to open recruitment.
- A deceased employee is one who expired while in regular service with BHEL. His/ her dependants means – his/ her spouse and children.
- Candidates can apply under the compassionate ground category only if he/ she and none of the other dependants (spouse and children) of deceased employee is employed in Government / Semi-Government/ Autonomous Body/ PSU/ Organizations listed on the Stock Exchange.
- Candidates applying under this category will also have to go through the normal procedure of submission of application on-line, payment of fee, appearing for Computer Based Examination etc. as prescribed for other candidates and the details of the same are given on our recruitment website : <http://careers.bhel.in>

- In addition, candidates applying under this category will have to provide details about the deceased employee of BHEL in on-line application form.
- Further, such candidates, if shortlisted will also have to submit a self-certificate in the prescribed format at the time of Group Discussions, to the effect that he/ she and none of his/ her family members are employed elsewhere.
- Particulars furnished by such candidates shall be verified from the Unit where the deceased employee last worked. In case the particulars furnished are incorrect/ dependants are employed elsewhere, the candidature will not be considered under Compassionate Ground category and shall be shifted to open category.
- Age relaxation up to a maximum of 5 years will be allowed under this category.

C) General

Departmental candidates & Employee Wards and Dependents of Deceased employees will be accorded following relaxation in Computer Based Examination Cut-Off Marks for being called for Group Discussions:

Category	Departmental & Employee Wards	Dependents of Deceased employees
Gen/ EWS/OBC	Less by 05% of the normal cut-off marks in respective category	Less by 10% of the normal cut-off marks in respective category
SC/ ST	Less by 10% of the normal cut-off marks in respective category	Less by 15% of the normal cut-off marks in respective category.

For all other details including submission of applications, payment of fee, last date of submission of applications, all other important dates etc., desirous candidates may be advised to visit our website: <http://careers.bhel.in>

This issues with the approval of the Competent Authority.

(Rachna Shekhar)