



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: 541

Applications are invited for recruitment of following manpower purely on contract basis for deployment in the office of AIIMS, Jammu.

S. No.	Name of Post	No. of Posts	Essential Qualification	Consolidated Salary
1	Junior Technician (Audiometry Technician (ENT))	01	Essential: B.Sc. Degree in Speech and Hearing from a recognized Institute/University.	₹ 35,400
2	Junior Technician (Technical Officer (Dental/ Dental Technician))	01	Essential: (i) 10+2 with Science from a recognized University/Board. (ii) Diploma (minimum 2 years duration) from a recognized Institution in Dental Hygiene; or Dental Mechanic; or Maxillo-facial prosthesis and Orthodontic appliances. (iii) Registered as Dental Hygienist/Dental Mechanic with the Dental Council of India. 5 years Experience in the relevant field.	₹ 35,400
3	Junior Technician (Respiratory/Pulmonary)	01	Essential: B.Sc. (MLT) degree from a recognized University. Desirable: 1. One year experience in Pulmonary Function Test Laboratory or Allergy Laboratory or Respiratory Allergy and Immunotherapy Laboratory. 2. One year training in Computer Software handling	₹ 35,400
4	Junior Technician (Plaster)	01	Essential: 10+2 in Science (Physics, Chemistry and Biology) / Graduation in Science and having Diploma / Degree in Orthopaedic Technician/ Plaster technician /or equivalent.	₹ 35,400
5	Junior Technician (Technical Officer Ophthalmology (Refractionist))	02	Essential: B.Sc. in Ophthalmic Techniques or equivalent from a recognized University/ Institution.	₹ 35,400
6	Junior Technician (Transfusion Medicine & Blood Bank)	02	Essential: a) B.Sc. in Medical Lab Technology or equivalent with 03 Years' Experience in the concerned field. OR b) Diploma in Medical Lab Technology or equivalent with 05 years' experience in concerned field. Desirable: Ability to use computer - hands on experience in office application, spread sheet and presentations	₹ 35,400

S. No.	Name of Post	No. of Posts	Essential Qualification	Consolidated Salary
7	Junior Technician (Endoscopy)	03	Essential: B.Sc. (MLT) degree from a recognised University. Desirable: a) One year experience or certificate course in Bronchoscopy (Rigid & Flexible) b) One in experience in assisting Endoscopic procedure and maintenance of Endoscopes	₹ 35,400
8	Assistant Engineer (Electrical)	01	Essential: Graduate in Electrical Engineering from a recognized University / Institute with 5 years' experience in design and engineering of civil projects, preferably in a Hospital environment.	₹ 44,900
9	Security Officer	01	Essential: 1. Degree from a recognised University/equivalent. 2. Officers of the Police Department of the Central / State/ UT Government or Officers of the Armed Forces including Para Military Forces, holding analogous posts or with 2/3 years regular service in a post in PB 2 GP 4800/ GP 4600 or above, preferably having experience connected with security, handling agitations and strikes of employees.	₹ 56,100
10	Assistant Security Officer	01	Essential: (i) Degree of a recognized University or equivalent; (ii) Following Physical Standards: (a) Height: 170 cms. Minimum (Relaxable by 5 cms only for residents of hill areas) (b) Chest: 81 cms (85 cms After expansion) (Relaxable by 5 cms only for residents of hill areas) (c) Should possess sound health free from defect/deformity/disease. (d) Vision in both eyes should be 6/12 (without glasses). (e) There should be no colour blindness. (Candidates claiming relaxation in height and chest will have to produce the certificate to this effect from the competent authority viz., Deputy Commissioner/ Distt. Magistrates/ Tehsildars of their places of residence). (iii) Experience for at least 5 years in keeping security preferably in hospital/ Medical Institute of repute.	₹ 35,400
11	Chief Dietician	01	Essential: Senior Dietician (Assistant Food Manager) with 5 years regular service in the grade OR Retired/contractual Officials under the Central / State / U.T. Governments / Universities / Statutory / Autonomous Bodies or Research and Development Organizations having requisite experience as above.	₹ 67,700
12	Senior Dietician (Food Manager)	02	Essential: M.Sc. (Home Science Food and Nutrition)/M.Sc. (Clinical Nutrition and Dietetics)/ M.Sc. (Food Science & Nutrition)/M.Sc. (Food and Nutrition Dietetics)/M.Sc. (Food Service Management and Dietetics) /M.Sc. (Food Technology) from a recognized University/Institution. and 6 years' experience in the line preferably in 200 bedded Hospital.	₹ 56,100
13	Dietician	05	Essential: 1) M.Sc. (Home Science Food and Nutrition)/M.Sc. (Clinical Nutrition and Dietetics)/ M.Sc. (Food Science & Nutrition)/M.Sc. (Food and Nutrition Dietetics)/M.Sc. (Food Service Management and Dietetics)/M.Sc. (Food Technology) from a recognized University/Institution. 2) 3 years' experience in the line preferably in 200 bedded Hospital.	₹ 44,900

S. No.	Name of Post	No. of Posts	Essential Qualification	Consolidated Salary
14	Chief Medical Record Officer	01	<p>Essential: Medical Record Officer with 8 years of regular service in the grade pay of Rs. 4200/-</p> <p style="text-align: center;">OR</p> <p>Retired/contractual Officials under the Central / State / U.T. Governments / Universities / Statutory / Autonomous Bodies or Research and Development Organizations having requisite experience as above.</p>	₹ 56,100
15	Medical Record Officer	02	<p>Essential:</p> <ul style="list-style-type: none"> i. Bachelors Degree preferable with Science & Recognized University or Equivalent ii. Should have done one year course in Medical Record from recognized Institution iii. Not less than 5 years of experience in organizing and maintenance of Medical records in a not less than 200 Bedded Medical Hospital/Institute. 	₹ 35,400
16	Junior Medical Record Officer (Receptionist)	02	<p>Essential: For Jr. Medical Record Officer B.Sc. (Medical Records)</p> <p style="text-align: center;">Or</p> <p>10+2 (Science) from a recognised board with at least 6 month Diploma/Certificate course in Medical Record Keeping from a recognized Institute / University having 2 years' experience in Medical Record Keeping in a Hospital Setup</p> <p style="text-align: center;">And</p> <p>Ability to use computers Hands on experience in office applications, spread sheets and presentations. Typing speed of 35 words per minute in English or 30 words per minute in Hindi.</p> <p>For Receptionist Degree in Mass Communication/Hospital Administration/ Hospitality Management from a Recognized University/Institute.</p> <p style="text-align: center;">And</p> <p>Ability to use computers Hands on experience in office applications, spread sheets and presentations.</p>	₹ 29,200
17	Medical Record Technician	08	<p>Essential: B.Sc. (Medical Records) Or 10+2 (Science) from a recognised board with at least 6 month Diploma/Certificate course in Medical Record Keeping from a recognized Institute/ University and 2 years' experience in Medical Record Keeping in a Hospital Setup And Ability to use computers - Hands on experience in office applications, spread sheets and presentations.</p>	₹ 25,500
18	Chief Medical Social Service Officer	01	<p>Essential: Supervising Medical Social Service Officer with 5 years of regular service in the grade</p> <p style="text-align: center;">OR</p> <p>Retired/contractual Officials under the Central / State / U.T. Governments / Universities / Statutory / Autonomous Bodies or Research and Development Organizations having requisite experience as above.</p>	₹ 67,700
19	Supervising Medical Social Service Officer	01	<p>Essential: Medical Social Service Officer Grade I with 3 years of regular service in the grade.</p> <p style="text-align: center;">OR</p> <p>Retired/contractual Officials under the Central / State / U.T. Governments / Universities / Statutory / Autonomous Bodies or Research and Development Organizations having requisite experience as above.</p>	₹ 56,100

S. No.	Name of Post	No. of Posts	Essential Qualification	Consolidated Salary
20	Medico Social Service Officer Grade I	03	Essential: (i) MA (Social Work) / MSW, with specialization in Medical Social Work, from a recognized University /Institution And (ii) 5 Years' Experience in a government or private sector hospital of minimum 200 beds	₹ 44,900
21	Medico Social Worker	02	Essential: (i) MA (Social Work)/ MSW, with specialization in Medical Social Work, from a recognized University/Institution (ii) 5 years' Experience in a government or private sector hospital of minimum 500 beds in line with welfare or Health Agency, preferably dealing with Medical / Public Health Service.	₹ 44,900
22	Psychiatric Social Worker	02	Essential: (i) M.A. or M.Sc. degree in Psychology/Psychiatric Social Work from a recognized Institute/University (ii) Five years working experience in Vocational Guidance and counselling in Psychiatric Centre Desirable: Specialization in Social Psychology.	₹ 44,900
23	Chief Nursing Officer	01	Essential: Nursing Superintendent with 5 years regular service in the grade. OR Retired/contractual Officials under the Central / State / U.T. Governments / Universities / Statutory /Autonomous Bodies or Research and Development Organizations having requisite experience as above.	₹ 78,800
24	Deputy Nursing Superintendent	09	Essential: Assistant Nursing Superintendent with 2 years regular service in the grade. OR Retired/contractual Officials under the Central /State / U.T. Governments/Universities/ Statutory /Autonomous Bodies or Research and Development Organizations having requisite experience as above.	₹ 56,100
25	Chief Pharmacist	01	Essential: Pharmacist Grade I or Sr. Pharmacist with 5 years of regular service in the grade pay of Rs. 4200/-. OR Retired/contractual Officials under the Central / State / U.T. Governments / Universities / Statutory /Autonomous Bodies or Research and Development Organizations having requisite experience as above.	₹ 44,900
26	Pharmacist Grade I	05	Essential: Pharmacist Grade II with 6 years of regular service in the grade. Or Placement in the grade pay of Rs. 4200 will be as per order issued by Govt. of India in this regard. OR Retired/contractual Officials under the Central / State / U.T. Governments / Universities / Statutory /Autonomous Bodies or Research and Development Organizations having requisite experience as above.	₹ 35,400
27	Child Psychologist	01	Essential: M.A. /M.Sc. in Psychology with M.Phil. in Clinical Psychology and At least 2 years experience in Child & Adolescence mental health.	₹ 56,100
28	Coding Clerk	01	Essential: B.Sc. (Medical Records) Or 10+2 (Science) from a recognised board with at least 6 month Diploma/Certificate course in Medical Record Keeping from a recognized Institute/ University and 2 years' experience in Medical Record Keeping in a Hospital Setup And	₹ 19,900

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			Ability to use computers - Hands on experience in office applications, spread sheets and presentations. Typing speed of 35 words per minute in English or 30 words per minute in Hindi	
29	CSSD Officer	01	<p>Essential: CSSD Supervisor with seven years of regular service in the grade.</p> <p>OR</p> <p>Retired/contractual Officials under the Central / State / U.T. Governments / Universities / Statutory / Autonomous Bodies or Research and Development Organizations having requisite experience as above.</p>	₹ 67,700
30	CSSD Supervisor	01	<p>Essential: CSSD Technician with five years of regular service in the grade.</p> <p>OR</p> <p>Retired/contractual Officials under the Central / State / U.T. Governments / Universities / Statutory / Autonomous Bodies or Research and Development Organizations having requisite experience as above.</p>	₹ 44,900
31	Dissection Hall Attendant	01	<p>Essential: 10+2 or equivalent with one year experience in the concerned department.</p> <p>OR</p> <p>10th Pass with three years experience in the concerned department/relevant field.</p>	₹ 25,500
32	Executive Engineer (AC & R)	01	<p>Essential: Assistant Engineer with 7 years of regular service in the grade.</p> <p>OR</p> <p>Retired/contractual Officials under the Central / State / U.T. Governments / Universities / Statutory / Autonomous Bodies or Research and Development Organizations having requisite experience as above.</p>	₹ 67,700
33	Health Educator (Social Psychologist)	01	<p>Essential:</p> <p>(i) M.A. / M.Sc. degree in Psychology from a recognized Institute/University</p> <p>(ii) Five years working experience with the Physically Challenged in a Rehabilitation Centre</p>	₹ 35,400
34	Dresser	02	<p>Essential:</p> <p>(i) Matriculation from recognized Board</p> <p>(ii) First-aid certificate course from Red Cross Society or State Government recognised Institution.</p> <p>(iii) One year experience as Dresser from any hospital having at least 50 beds.</p>	₹ 18,000
35	Gas/ Pump Mechanic	02	<p>Essential: 10+2 in Science with 5 years experience in Medical Gas Pipeline System in a 200 Bedded Govt. Hospital.</p> <p>Or</p> <p>Trade Certificate or ITI Diploma in Mechanical Engg. With 3 years experience in Medical Gas Pipeline System in a 200 Bedded Hospital.</p>	₹ 25,500
36	Laundry Manager	01	<p>Essential:</p> <p>1. 12th pass or its equivalent from a recognized Board/School.</p> <p>2. Diploma/Certificate in Dry cleaning/Laundry Technology from a recognized Institute.</p> <p>3. 12 years experience in a reputed mechanized Laundry.</p>	₹ 35,400
37	Legal Assistant	01	<p>Essential: Graduate with experience of minimum period of three years assisting a qualified legal practitioner/ firm or as Legal Assistant in Legal Department of a Govt. Organisation.</p>	₹ 44,900
38	Librarian Grade I	01	<p>Essential:</p> <p>i) Bachelor Degree in Library Science or Library and Information Service from a recognized University/Institute.</p>	₹ 44,900

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			<p style="text-align: center;">Or</p> <p>B.Sc. Degree or equivalent from a recognised University and Bachelor Degree or Post Graduate Diploma or equivalent in Library Science from a recognised University or Institute. And ii) 5 years' experience in a library of repute. iii) Ability to use computers-Hands on experience in office applications, spread sheets and presentations.</p>	
39	Manifold Room Attendant	01	<p>Essential:</p> 1. 10+2 with Science from a recognized Board. 2. 3 years experience in Medical Gas Pipeline System in a 200 Bedded Hospital.	₹ 19,900
40	Operator (E & M)/ Lift Operator	01	<p>Essential:</p> a) 10th Class/Standard or equivalent b) ITI Diploma Certificate/equivalent in related trade	₹ 19,900
41	PACS Administrator	01	<p>Essential:</p> B.E. / B. Tech /MCA + 2 years' experience in Medical IT systems/ PACS.	₹ 44,900
42	Physiotherapist	01	<p>Essential:</p> (i) 10+2 in Science (Physics, Chemistry and Biology) and; (ii) Bachelor's Degree in Physiotherapy from a recognized Institute/University (iii) 2 years' experience & Registered with the Physiotherapy council	₹ 35,400
43	Multi Rehabilitation Worker (Physiotherapist)	03	<p>Essential:</p> Bachelor's Degree in Physiotherapy from a recognized Institute/University with 2 years experience Or Diploma in Rehabilitation with 5 years experience. Registered with the Physiotherapy council	₹ 35,400
44	Occupational Therapist	02	<p>Essential:</p> (i) 10+2 in Science (Physics, Chemistry and Biology) and; (ii) Bachelor's Degree in Occupational Therapy from a recognized Institute/ University (iii) 2 years' experience & Registered with the Occupational Therapy council	₹ 35,400
45	Senior Sanitation Officer	01	<p>Essential:</p> Sanitation Officer with 5 years of regular service in the grade. OR Retired/contractual Officials under the Central / State / U.T. Governments / Universities / Statutory / Autonomous Bodies or Research and Development Organizations having requisite experience as above.	₹ 44,900
46	Sanitary Inspector Grade II	02	<p>Essential:</p> 1. Pass in class 12 + Health Sanitary inspector course (1 year duration) from a recognized University/Institution. 2. Not less than 4 years of experience in a 200 bedded hospital.	₹ 29,200
47	Statistician	01	<p>Essential:</p> 1st class Master's degree in Statistics, Biostatistics, or Health Statistics from a recognized university/institution Experience: Minimum 3 years of post-qualification experience in data analysis, coordination and management	₹ 45,397
48	Manager/ Supervisor/ Gas Officer	02	<p>Essential:</p> Degree in Mechanical Engineering with 5 years working experience with Manifold or its repairs in supervisory capacity in a Medical Setup. Or Diploma in Mechanical Engineering with 7 years working experience with Manifold or its repairs in supervisory capacity in a Medical Setup. Must be capable of carrying out work associated with the Medical	₹ 44,900

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			Gas Management distribution line, taps, cocks and outlets.	
49	Senior Mechanic (Air Conditioning & Refrigeration)	02	<p>Essential:</p> <p>A) Matriculation or equivalent.</p> <p>B) ITI/Diploma certificate in Refrigeration and Air Conditioning from a recognized Institute/polytechnic of a minimum of 12 months.</p> <p>8 Years' experience in installation and maintenance of Refrigeration and Air Conditioning systems in Ministries/ Departments of Government of India, State Government/Union Territories and other Engineering Departments of the Central/State/PSU /Statutory / Autonomous Bodies.</p>	₹ 25,500
50	Senior Operator (E & M)	02	<p>Essential:</p> <p>Mechanic (E&M) with 8 years of regular service in the grade.</p> <p>OR</p> <p>Retired/contractual Officials under the Central / State / U.T. Governments / Universities / Statutory /Autonomous Bodies or Research and Development Organizations having requisite experience as above.</p>	₹ 25,500
51	Senior Plumber	02	<p>Essential:</p> <p>Plumber with 8 years regular service in the grade of Rs. 1900/-</p> <p>OR</p> <p>Retired/contractual Officials under the Central / State / U.T. Governments / Universities / Statutory /Autonomous Bodies or Research and Development Organizations having requisite experience as above.</p>	₹ 25,500
52	Stores Officer	02	<p>Essential:</p> <p>Assistant stores officer having 3 years of regular service</p> <p>OR</p> <p>Retired/contractual Officials under the Central / State / U.T. Governments / Universities / Statutory /Autonomous Bodies or Research and Development Organizations having requisite experience as above.</p>	₹ 56,100
53	Lab Attendant Gr. II	06	<p>Essential:</p> <p>a) 10+2 with Science</p> <p>b) Diploma in Medical Lab Technology.</p>	₹ 19,900
54	Technical Officer (Technical Supervisor) (Lab)	10	<p>Essential:</p> <p>a) B.Sc. in Medical Lab Technology or equivalent.</p> <p>b) 10 years experience in the concerned field.</p> <p>OR</p> <p>c) For posts in Anesthesia/Operation Theatre, B.Sc. in OT techniques or equivalent with 10 years experience in concerned field.</p> <p>OR</p> <p>d) 10+2 with science with Diploma in OT techniques or equivalent with 13 years experience in concerned field.</p>	₹ 44,900
55	Driver (Ordinary Grade)	11	<p>Essential:</p> <p>i) 10th pass from a recognised Board.</p> <p>ii) LMV and HMV commercial license.</p> <p>iii) 2 years' experience of driving commercial vehicle.</p>	₹ 19,900
56	Senior Consultant (Software)	01	<p>Essential Qualification & Experience:</p> <p>(i) Master's degree (M.Tech/M.E.) in Computer Science, Information Systems, ECE, EEE, EE or equivalent with minimum 60% marks or equivalent CGPA; &</p> <p>(ii) Minimum 02 years of experience in open & proprietary software, handling and development of different web applications, data center.</p> <p>OR</p> <p>(i) Bachelor's Degree (B.Tech/B.E/MCA) in Computer Science, Information Systems, ECE, EEE, EE or equivalent with minimum 60% marks or equivalent CGPA; &</p>	₹ 1,00,000

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			<p>(ii) Minimum 04 years of experience in open & proprietary software, handling and development of different web applications, data center.</p> <p>Desirable:</p> <ul style="list-style-type: none"> i. Strong analytical and problem-solving skills. ii. Excellent communication and Collaboration skills. iii. Ability to manage multiple projects simultaneously. iv. Ability to work under pressure and meet tight deadlines. <p>Responsibilities:</p> <ul style="list-style-type: none"> i. Analyze & assess hospital software needs, and recommend & develop solutions to meet those needs. ii. Act as a Subject Matter Expert (SME) on software applications and systems. iii. Develop project plans, timelines, and budgets for software implementations and upgrades 	
57	Programmer	01	<p>Essential Qualification & Experience:</p> <ul style="list-style-type: none"> (i) Master's degree (M.Tech/M.E.) in Computer Science, Information Systems, ECE, EEE, EE or equivalent with minimum 60% marks or equivalent CGPA; & (ii) Minimum 01 year experience of working in software development, programming languages such as Java, C++, Python, etc. <p>OR</p> <ul style="list-style-type: none"> (i) Bachelor's Degree (B.Tech/B.E/MCA) in Computer Science, Information Systems, ECE, EEE, EE or equivalent with minimum 60% marks or equivalent CGPA; & (ii) Minimum 02 years' experience of working in software development, programming languages such as Java, C++, Python, etc. <p>Desirable:</p> <ul style="list-style-type: none"> i. Knowledge of different API & their integration ii. Excellent problem-solving and communication skills iii. Ability to work independently and as part of a team. <p>Responsibilities:</p> <ul style="list-style-type: none"> i. Develop and maintain existing software applications ii. Work with hospital staff to identify needs and develop web solutions and software iii. Troubleshoot software issues 	₹ 65,000
58	PCC	01	<p>Qualification/Eligibility</p> <ul style="list-style-type: none"> • Full Time Bachelor's Degree in Life Sciences (preferred) or Bachelor's Degree in any field. Experience • At least one year experience in a hospital after acquisition of the aforementioned qualification. <p>Age limit</p> <ul style="list-style-type: none"> • Not more than 35 years on the date of joining. <p>Role and Responsibilities:</p> <ul style="list-style-type: none"> • Help and guide patients in a compassionate manner • Ensure smooth functioning of the process workflow • Manage seating of patients at OPD, day care, emergency and OT waiting areas • Operation of access control scanners and kiosks • To implement National Health schemes • Assisting and providing navigational support to patients 	₹ 17,000
59	M.T.S	10	Essential: 10 th Pass or ITI equivalent	₹ 18,834
60	D.E.O	05	<p>Essential:</p> <ol style="list-style-type: none"> 1. Minimum Graduate or equivalent 2. Should possess a speed of not less than 8000 key depressions per hour for Data Entry Work. <p>Desirable:</p> <ol style="list-style-type: none"> 1. Diploma or Degree in Computer Application, Working 	₹ 20,384

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			Knowledge of Power Point Presentation/Excel shall be preferred. 2.Ex-Serviceman can also apply.	
61	Office Assistant	12	Essential: 1. Degree of recognized University or equivalent. 2. Proficiency in computers.	₹ 35,400
	Total-	154		

***Note: Minimum age/Maximum age limit would be applicable as on publishing date of the advertisement**

Selection Process:

1. Applications shall be invited from applicants against the advertisement published.
2. Shortlisting shall be done as per the eligibility criteria for the post.
3. Possession of the prescribed qualifications and experience does not automatically entitle a candidate to be shortlisted for further stages of the selection process.
4. Preference may be accorded to candidates possessing higher marks in the prescribed qualifications and/or greater relevant experience, as per the discretion of the client (Principal Employer).
5. The organization reserves the right to shortlist candidates based on higher qualifications, or other suitable criteria as deemed fit.
6. The list of all the shortlisted applicants shall be forwarded to the client for further selection at their end.
7. Shortlisted Applicants shall be informed via Email/phone calls for their interview/assessment/skill test (if any). Applicants are advised to keep their email and phone updated.
8. Selected applicants shall be informed via email/phone about their selection and further process.
9. BECIL shall not be obligated to publish or upload any interim results or stage wise shortlists. Only the final result, comprising the list of candidates selected for the post upon conclusion of the final interview conducted by the client, shall be published on the official website of BECIL.

How to apply:

1. The applications for selection to the above posts will be accepted through SPEED POST/REGISTERED POST ONLY. **No other mode of application shall be entertained.**
2. Application Processing Fee in the form of Demand Drafts (Mandatory) will be accepted In favor of "**Broadcast Engineering Consultants India Ltd, Noida**".

Category-wise Application Processing Fees	
Category	Application Processing Fee
SC/ST, PwD	NIL
All other categories	Rs. 295/-

3. The interested applicants must submit an application along with copies of educational qualifications and experience certificates in a sealed envelope in the prescribed format attached through SPEED POST/REGISTERED POST only & address it to "Broadcast Engineering Consultants India Limited (BECIL), BECIL BHAWAN, C-56/A-17, Sector-62, Noida-201307 (U.P)".
4. BECIL shall not be responsible for any postal loss/ postal delay in receipt of applications.
5. The envelope carrying the duly filled-in application form should be super-scribed as "Advertisement No:....." and "Post Applied For.....".
6. Incomplete applications (columns of the format enclosed not filled in or all requisite documents not enclosed) or those in format other than the one prescribed in the Application Form will not be entertained & shall be summarily rejected.
7. The necessary documents as listed below (self- attested photo copy) are required to be attached along with the application.

1. Educational / Professional Certificates.
2. 10th, 12th (if applicable)
3. Birth Certificate.
4. Caste Certificate(if applicable)
5. Work Experience Certificate (if applicable)
6. PAN Card copy
7. Aadhaar Card copy
8. Copy of EPF/ESIC Card (Pervious employer-if applicable)
9. Bank passbook. Copy mentioning the bank Account details.

General Instructions:

1. Applicant must read the instructions and ensure that the application is submitted correctly.
2. Applicants are requested to enter the details in the application format carefully. After submission of the application, no modification shall be permitted.
3. Applicants must review their application forms carefully before final submission. BECIL shall not accept any request for changes to be made in the information submitted by the candidates incorrectly.
4. Applicants are requested to keep a photocopy of their application forms before submission and retain with them for future reference.
5. The applicant should ensure that they fulfill the eligibility criteria and other requirements and that the particulars furnished by them are correct in all respect. In case it is detected at any stage of recruitment process that the applicant does not meet the eligibility criteria and/or the applicant has furnished any incorrect/false information or has suppressed any material fact(s), the candidature of such applicant is liable to be rejected. If any of the above shortcoming(s) is/are detected, even after appointment, his/her services are liable for suitable actions including termination and prosecution.
6. Applications that are not in conformity with the requirements indicated in this advertisement/incomplete application will not be entertained.
7. No TA/DA will be paid for attending the test/document verification/personal interaction (if any) & joining the duty on selection etc.
8. Preference shall be given to local applicants and who have work experience in the same/similar department.
9. Applicants are requested to keep a photocopy of their application Forms before offline submission and retain with them for future reference.
10. Only shortlisted applicants as per above eligibility criteria shall be called for further process (if any).
11. Mere filling the form will not confirm your suitability/selection for the post.
12. The candidature of applicants at all stages of selection process will be provisional and is subject to satisfying the prescribed eligibility conditions. Mere submission of form by the applicant will not imply that his/her candidature has been finally cleared by BECIL/Client. BECIL/Client takes up verification of eligibility conditions with reference to original documents once again, at various stages of the selection process and after the applicant has been selected for the post.
13. Applicants are advised to ensure the correctness of Email ID & Phone Number. BECIL shall not be responsible for any typographical errors (i.e Email IDs, Mobile Number etc.) in the application forms submitted by applicant.
14. If you want to apply for one or more post against the same advertisement, you shall be submitting application form separately. The application processing fee shall be applicable as per number of posts applied.
15. Applicants are advised to possess a valid e-mail ID, which is to be entered in the Application Form. They are also advised to retain this e-mail ID active as any important intimation to the candidates shall be provided by BECIL/Client through e-mail. They are further requested to check regularly their e-mail (including message in SPAM folder) for any communication from BECIL/Client in this regard. Any important information including Corrigendum/Changes/Updates and information / general instructions during the course of recruitment process and on selected applicants shall be made available either through the website or on the email id, simultaneously tracking the website for updates.
16. Applicants are advised to fill the post judiciously as per the advertisement published by BECIL.
17. All the communications will be made either on registered email or registered mobile number.
18. No applicant shall make any communication with our client.
19. Applicants are requested to enter the details in the offline application format carefully. After submission of the application, no modification shall be permitted.
20. BECIL reserves the right to cancel/modify/restrict/increase/reopen the recruitment process, if the need so arises, without issuing any further notice or assigning any reason thereof. Posts indicated herein may be kept unfilled at the discretion of BECIL.
21. The number of vacancies may increase or decrease at any stage of selection process.
22. Indian Nationals only need to apply.
23. Canvassing in any form will be a disqualification.
24. All decisions taken by the organization regarding eligibility, shortlisting, interview and final selection shall be final and binding on all candidates.
25. No correspondence will be entertained from candidates not invited / selected.
26. Any legal dispute with regard to the selection process shall be subject to the jurisdiction of courts

located at New Delhi.

27. Shortlisted candidates are required to produce original/self-attested application form, along with one set of photocopied documents of essential qualification/experience for verification at the time of interview.
28. Those Candidates who were previously engaged by M/s. BECIL or Client and whose services were terminated, discontinued or not renewed due to disciplinary action, unsatisfactory performance, misconduct, or violation of contract terms shall not be eligible for consideration or engagement under this advertisement.
29. The application processing fee submitted by the candidate shall not be refunded (उम्मीदवार द्वारा जमा की गई आवेदन प्रोसेसिंग फीस वापस नहीं की जाएगी।).

Advisory:

1. The applicants are advised not to fall prey to fraudulent job offers in the name of BECIL/Client. BECIL does not engage or authorize any agents or intermediaries for recruitment advertisements or job offers.
2. BECIL shall not be responsible in any way for any amount paid by the applicants to any individual or group of individuals/agencies purporting to be representing BECIL/Client.
3. BECIL does not solicit any money whatsoever from any applicant at any stage of the recruitment process, other than the prescribed application processing fee as advertised in the advertisements.
4. Vacancies (if any) are published on our Corporate Website www.becil.com only, with complete details.

Disclaimer: Terms and conditions given in the advertisement are guidelines only. In case of any ambiguity, decision of BECIL shall 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 18.02.2026, 18:00 HRS.

Sd/-
Deputy General Manager
(MR & Projects)

14. Educational/Professional Qualifications:

S. No.	Examination Passed	Course Name & Board/University/Institute	Year of Passing	Total Marks	Marks Obtained	Percentage
1	10 th passed					
2	12 th 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. 10th 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