



ईएमएल लिमिटेड BEML LIMITED

(भारत सरकार का उपक्रम) (A Govt of India Undertaking)

CIN: L35202KA1964GOI001530

BEML Soudha, 23/1, 4th Main, Sampangirama Nagar, Bangalore-560 027, INDIA

RECRUITMENT OF EXECUTIVES FOR HUMAN RESOURCE.

(Advt. No: KP/S/08/2025 Dt:30.04.2025)

BEML Limited, India's leading multi-technology company under the Ministry of Defence, has successfully spearheaded with its realm of producing world-class products over the last six decade, mainly for core sectors- Defence & Aerospace, Rail & Metro, Power, Mining & Construction through its state-of-the-art manufacturing facilities. To further build country's promising projects, namely - Vande Bharat sleeper trains, Metro rail coaches, High mobility & Armoured recovery vehicle, Special application Engines for Defence, AI-based high-end mining equipment, BEML Ltd welcomes interest from career-oriented HR professionals who wish to achieve great future with us and explore infinite opportunities.

Details of the Positions:

Position	Vacancy	Qualification	Post Qualification Experience (PQE)	Indicative Job Description
Officer/ Assistant Manager (Gr-II/III) HR(SAP/ PMS)	2	Graduate with two years full time MBA (HR) / MSW / PGDM(HR) / MA (PM & IR) from a recognized University / Institution. Candidate should have secured first class in both Graduation and in Post Graduation. Certification in SAP HCM / HANA is preferable.	The candidate should have prescribed post qualification experience in implementation of SAP HR module and Performance Management System. Candidates with experience in data analytics and reporting tools such as Power BI or Tableau is preferred.	The incumbent will be responsible for: <ul style="list-style-type: none"> Implementation, customization, and maintaining focus on HR based SAP technologies. Working closely with IT departments to integrate, streamline, and optimize human resources processes using SAP HR modules like Talent Management, Personnel Administration, Time Management, Organizational Management, Travel Management, Training & Event Management, Payroll, Performance Management System etc. Working knowledge in Performance Management System (BSC, SPARROW, 360° appraisal, etc) Place of Posting – Bangalore
Officer/ Assistant Manager (Gr-II/III) HR.	4	Graduate with Two years full time MBA (HR/IR)/ MSW or MA(Social Work with HR/IR) / Post Graduate Degree/ Diploma in Personnel Management & Industrial Relations of 2 yrs. full time course with specialization in IR/ HR with Labour Legislations from a recognized University / Institution. Degree in Law is desirable. Candidate should have secured first class in both Graduation and in Post Graduation.	The incumbent should have prescribed post qualification experience preferably in the Manufacturing sector.	The Candidate will be responsible for HR Functions at his/ her place of posting which could include areas of functioning in Human Relations / Industrial Relations, Implementation of HR policies & Procedures, Recruitment, PMS, L&D, Welfare and General administration. Compliance of Statutory requirements, (i.e. including Contract Labour matters) Place of Posting: BEML's Manufacturing and Marketing facilities



Note: Candidates shall apply for single position which is most suitable.
Reservations for SC / ST / OBC / PwD candidates will be as per the Govt. of India guidelines.

Eligibility, Pay Scale & Remunerations:

Grade	Position	Post Qualification Experience (PQE)* (in Years)	Upper Age Limit (in Years)	BEML Pay Scale#
Grade - II	Officer-HR	2	29	Rs.40,000 – 1,40,000
Grade - III	Assistant Manager-HR	4	30	Rs.50,000 – 1,60,000

* PQE is the **minimum** relevant experience the candidate should possess after obtaining the qualification, calculated from the completion of Engineering as advertised.

Besides Basic Pay, candidates will be eligible for Variable Dearness Allowance, Perquisites & Allowances @ 13.78% of the applicable Basic Pay under the Cafeteria System, Company Accommodation / House Rent Allowance. Besides Provident Fund, Gratuity etc. will be paid as per the prevailing Company Rules. The executive will also be eligible for Performance related Pay (PRP).

GENERAL CONDITIONS

- Only Indian Nationals may apply.
- Age, Qualification & Experience stipulated above should be as on 14th of May, 2025
- The upper age limit indicated is relaxable as per the Govt. of India guide lines i.e., 5 years for SC/ST and 3 years for OBC - NCL candidates.
For PwD Candidates, the upper age limit is relaxable by additional 10 years. This would be over and above the admissible age relaxation for candidates belonging to SC/ST/OBC(NCL). Relaxation of age limit would be permissible to candidates with minimum 40% disability.
- The upper age limit can be further relaxed subject to equivalent years of excess post qualification experience prescribed (Documents proving excess years of experience should be enclosed).
- Under qualifying marks, first class is reckoned at 60% (as an aggregate of marks of all the Semesters/ years). Qualifying marks are relaxable by 5% for SC/ST & PwD candidates. Candidates with CGPA/ Credit have to mandatorily provide the conversion to percentage.
- Candidate is permitted to apply only for one position for which he/she is most suitable.** In case a candidate submits multiple applications including multiple positions, only the application received first will be considered.
- SC/ST candidates are required to submit SC/ST Caste Certificate in the format as applicable for appointment to posts under Government of India.
- OBC candidates** are required to submit Other Backward Class Certificate ('Non-Creamy Layer*') (Certificate should be in the format as applicable for appointment to posts under Government of India). OBC candidates are also required to furnish a self-undertaking that they belong to OBC (Non-Creamy Layer) by filling and signing the self-undertaking in the format provided along with the application format.

[Note:

- **OBC Candidates:** Candidates belonging to those Communities which are recognized as a backward class by the Government of India for the purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum No.36012/22/93-Estt.(SCT) dated 08.09.1993.
 - *Non- Creamy Layer :** The gross annual income of parents of the candidate should not be more than Rs.8 lakhs in last three consecutive years in line with DOPT OM No.36033/1/2013-Estt.(Res) dated 13.09.2017.]
- PwD candidates are required to submit PwD Certificate in the format as applicable for appointment to posts under Government of India.



- x. Candidates seeking reservations under EWS are required to submit income & assets certificate in the format applicable for Economically Weaker Sections
- xi. Candidates employed in Central/ State Government, Autonomous bodies, Quasi-Government and PSU **should send their online application through proper channel and should produce "No Objection Certificate"** from their employer **at the time of assessment**, failing which they will not be permitted to appear for the assessment and their candidature will not be entertained.
- xii. Candidates employed in Central/ State Government, Autonomous bodies, Quasi-Government and PSU should **have worked for at least one (1) year in the immediate lower scale**. This is however not applicable to Grade-II positions.
- xiii. Private sector candidates applying for the positions must be employed in a regular capacity in Company registered under Company's Act and will be required to submit experience certificate in the Letter Head of the Company while applying. They have to clearly provide their Reporting Structure of the current position held.
- xiv. While filling the application Experienced Candidates are required to provide details **(a pen picture)** of each experience in the Application Form.
- xv. The candidates should ensure that he/she fulfills the eligibility criteria and other norms mentioned in the advertisement as on the specified dates and that the particulars furnished are correct in all respect. In case, it is detected at any stage of the recruitment process that a candidate doesn't fulfill the eligibility norms and/ or that he/ she has furnished any incorrect/ false information or has suppressed any material/ fact(s), his/ her candidature shall stand automatically cancelled. If any of the above shortcoming(s) is/ are detected even after appointment, his/ her services are liable to be terminated without notice.
- xvi. Mere meeting the conditions of the advertisement by the candidate(s) will not automatically entail them to be called for assessment for selection
- xvii. Based on assessment, Shortlisted candidates will have to undertake pre-employment medical examination and Original document verification. This will not necessarily mean selection. Any shortcoming at the time of document verification such as falsification of documents, wrong declaration of age/ category/ qualifying marks etc., non-production of original records including Category certificate will lead to rejection of candidature. Appointment of selected candidates is subject to meeting the medical standard of the Company and receipt of satisfactory medical report from the Company Medical Officer
- xviii. Management reserves the right to restrict the number of candidates and increase the Qualifying percentage based on number of applications received.
- xix. Management also reserves the right to cancel the advertisement and / or the selection process at its discretion
- xx. Management reserves the right to increase / decrease the vacancies based on Business requirements and availability of Qualified candidates.
- xxi. Management reserves the right to convert the position into contract engagement if necessitated.
- xxii. Intimation regarding Assessments, issuance of provisional offer/ final offer etc., **will be sent only through e-mail**. The list of shortlisted/selected candidates for final selection, will be uploaded in Company's website. BHEL will not be responsible for any loss/ non-delivery of e-mail or any associated communications sent, due to invalid/ incorrect e-mail id. The e-mail id and mobile number provided in online application should remain valid for at least one year.
- xxiii. Only candidates meeting all eligibility criteria mentioned herein viz., qualification, experience, age, caste/ PWD (as applicable) need to apply.
- xxiv. Eligible and interested **GEN / EWS / OBC candidates** applying for the above positions (Not applicable for SC/ST/ PWDs) need to pay a non-refundable fee of **Rs.500/-** by clicking the **"Pay Application Fee Online"** at the end of the application form.



- xxv.** Any request for change in category, address, e-mail, mobile number etc, as declared in the on-line application will not be entertained.
- xxvi.** Any sort of canvassing or influencing of the officials related to recruitment / selection process would result in immediate disqualification of the candidates.

HOW TO APPLY

- i. The candidates are required to apply ON-LINE, by clicking the **“Apply ON-LINE”** Link after going through the prescribed guidelines, ensuring correctness of the data entered in the portal / form and should forward the physical copy of the application & all documents. (Scanned copy of recent colour Passport Photo and Signature has to be kept handy)
- ii. The candidates can access the on-line application form in BEML Ltd. career page at **www.bemlindia.in**. **The on-line registration site would be available till 18.00 Hrs on 14th of May, 2025.**
- iii. Towards accessing the On-line application, the candidate should have a valid e-mail and mobile number for Registration and should be kept active for next one year. These contact details will also be utilized for further correspondence by BEML Limited. The change for e-mail and mobile number will not be entertained by BEML during the course of the Recruitment process.
- iv. While filling in the On-line application, **the experience section may be filled by first providing the latest experience followed by previous.** All such experiences should be captured by the candidate. In the space provided against the experience a **pen picture of the experience relevant to the position applied to must be written** (1000 words max). These will be used at the time of scrutinizing the applications received.
- v. The candidate is required to take a printout of the online application form and attach print out of the fee payment receipt (if applicable), self-attested copies of certificates in support of qualification, age, caste, disability (as applicable), experience including latest salary statement (if applicable), etc. and forward the same mandatorily to the address mentioned below in a sealed envelope mentioning the post applied for on the top left corner of the envelope.

Senior Manager (Corporate Recruitment)
Recruitment Cell
BEML Soudha
No 23/1, 4th Main, S R Nagar
Bangalore – 560027

- vi. The envelope with documents should **reach the above address latest by 21.05.2025**. Hard copy of the applications not received within the stipulated date or Applications received without photograph/ signature/ fee payment receipt/ attachments/ proper documents for experience/ latest salary statement if applicable will be summarily rejected without any further correspondence.
- vii. Only candidates meeting all eligibility criteria mentioned herein viz., Qualification, age, caste/PwD/EWS (as applicable) need to apply.
- viii. For any queries on the matter/ technical difficulties in filling the application, candidates may e-mail : recruitment@bemltd.in.

CHECK LIST BEFORE FORWARDING THE APPLICATION

- a. Printout of the online application form (all the pages)
- b. X-th Marks card
- c. XII-th Marks card
- d. SC/ ST/ OBC/ EWS/ PwD certificate (as applicable)
- e. Identity card issued by Government of India (for eg. Aadhar, Passport, Driving License, PAN Card, etc.)
- f. Qualifying Degree Marks cards (*In case of CGPA or credits system of assessments, candidates are required to indicate the formula for conversion of CGPA/ Credits to percentage in accordance with the respective University norms.*)



- g. Graduation Certificate as applicable.
- h. Post Graduation Marks cards as applicable
- i. Post Graduation Certificate as applicable.
- j. Detailed Resume.
- k. All Experience Certificates/ Documents **clearly indicating start & end dates** of each employment.
(failing to provide experience certificate will lead to rejection of the application).
- l. Latest pay-slip.

Applications received without associated documents as mentioned above will be summarily rejected.

Date:30.04.2025

(Advt. No.KP/S/08/2025)

[Corrigendum/ Addendum, if any will be hosted in BEML Website only.](#)

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