

BEL OPTRONIC DEVICES LIMITED
(Govt. of India Enterprise under Ministry of Defence)
EL-30, J - Block, M.I.D.C., Bhosari, Pune - 411 026.
Tel. No - 020 – 27130981/82/83

BEL Optronics Devices Limited (BELOP), is a Central Public Sector Enterprise under Ministry of Defence, Govt of India. located at EL-30,'J' Block, Bhosari Industrial Area, Pune – 411 026. BELOP requires:

1. **SR. ENGINEERS** on Contract Basis for its “**Aviation Hoses manufacturing plant**”:
2. **FRESH ENGINEERS** on Contract Basis for “**Image Intensifier Tubes manufacturing plant.**”

Candidates will be engaged initially for a period of **One year** which may be extended up to maximum of **Two years (Maximum tenure of 3 years)** based on project requirement and individual performance.

1. REQUIREMENTS:

Sr. Contract Engineers in the following discipline.

Sr No	Post & Code No.	No of post (S)	Relevant / required qualification	Relevant post qualification industrial experience as on 01.01.23	Upper age limit as on 01.01.23	Fixed consolidated remuneration per month
1	Process Engineer (Metal Working) SCE- 23/001	One	BE (Mechanical) from a UGC recognized University / Institution	Minimum 3 years professional work experience in manufacturing and metal working.	30 Years	1 st year -27,500/- 2 nd year-30,800/- 3 rd year-34,100/-
2	Programmer / Setup Operator SCE- 23/002	One	BE (Mechanical) from a UGC recognized University / Institution	Minimum 3 years professional work experience in manufacturing and metal working.	30 Years	1 st year -27,500/- 2 nd year-30,800/- 3 rd year-34,100/-
3	Laboratory Engineer SCE- 23/003	One	BE (Mechanical) / Material Science from a UGC recognized University / Institution	Minimum 3 years professional work experience in manufacturing and metal working.	30 Years	1 st year -27,500/- 2 nd year-30,800/- 3 rd year-34,100/-
4	QA Engineer SCE- 23/004	One	BE / B. Tech (Mechanical) from a UGC recognized University / Institution	Minimum 3 years professional work experience in manufacturing and metal working.	30 Years	1 st year -27,500/- 2 nd year-30,800/- 3 rd year-34,100/-

2. Fresh Contract Engineers in the following discipline:

Sr No	Post & Code No	No of post (S)	Relevant / required qualification	Relevant post qualification industrial experience as on 01.01.23	Upper age limit as on 01.01.23	Fixed consolidated remuneration per month
1	Mechanical-Engineers CE-23/001	One	BE (Mechanical) from a UGC recognized University / Institution	0 - 3 years professional work experience in manufacturing process Activities.	30 Years	1st year -23,500/- 2nd year-25,500/- 3rd year-27,500/-
2	Mechanical-Engineers CE-23/002	One	BE (Mechanical) from a UGC recognized University / Institution	0 - 3 years professional work experience in Vacuum Maintenance Activities.	30 Years	1st year -23,500/- 2nd year-25,500/- 3rd year-27,500/-
3	Electronics Engineers CE-23/003	One	BE (Electronics/ Industrial Electronics/E &TC) from a UGC recognized University / Institution	0 - 3 years professional work experience in Electronics Maintenance /Troubleshooting/Pre ventive Maintenance activities.	30 Years	1st year -23,500/- 2nd year-25,500/- 3rd year-27,500/-
4	Electronics Engineers CE-23/004	One	BE (Electronics/ Industrial Electronics/E &TC) from a UGC recognized University / Institution	0 - 3 years professional work experience in Light Engineering / Electronics / Semiconductor Industry	30 Years	1st year -23,500/- 2nd year-25,500/- 3rd year-27,500/-
5	Electronics Engineers CE-23/005	One	BE (Electronics/ Industrial Electronics/E &TC) from a UGC recognized University / Institution	0 - 3 years professional work experience in IT Infracture Maintenance	30 Years	1st year -23,500/- 2nd year-25,500/- 3rd year-27,500/-

6	Electronics Engineers CE-23/006	One	BE (Electronics/ Industrial Electronics/E &TC) from a UGC recognized University / Institution	0 - 3 years professional work experience in Quality Inspection	30 Years	1st year -23,500/- 2nd year-25,500/- 3rd year-27,500/-
7	Mechanical Engineer (D&E) CE-23/007	One	BE (Mechanical) from a UGC recognized University / Institution	0 - 3 years professional work experience in Design and Testing of Mechanical Parts, Jigs, Fixtures, and Assemblies.	30 Years	1st year -23,500/- 2nd year-25,500/- 3rd year-27,500/-
8	Electronics Engineer (D&E) CE - 23/008	One	BE (Electronics) / BE (E&TC) / BE (Industrial Electronics) / BE (Digital Electronics) from a UGC recognized University / Institution	0 - 3 years professional work experience in Design and Testing of Electronic Hardware Circuits and Systems.	30 Years	1st year -23,500/- 2nd year-25,500/- 3rd year-27,500/-

Reservation of posts for SC/ST/OBC/PWD/ESM will be as per Government directives.

Please Note:

- i) For all the posts indicated, the candidates should have full time BE/ B. Tech degree from an AICTE approved college/Institute or a recognized University.
- ii) Candidates applying for the above indicated posts should possess 55% and above for General / EWS /OBC and pass class for SC/ST/ PwBD.
- iii) Candidates have to compulsory attach the Final Degree Certificate as proof of completion of degree and indication of class and percentage of marks.
- iv) In case there is no mention of specialization in the qualifying degree as required in the minimum essential educational qualification, candidates are required to submit a Certificate from their University / Institution/College which indicates their specialization in qualifying degree.
- v) Candidates possessing relevant Industrial post qualification experience only needs to apply.
- vi) Academy/Teaching/Research work, experience in non-profit Organisation, internship/project work placements are part of academic curriculum will not be considered as experience. Work experience prior to completion of BE/ B. Tech will not qualify as relevant Post Qualification Experience.
- vii) Candidate should possess experience certificates/documents issued by the previous and present employer clearly indicating period of employment and post held.
- viii) The decision of the Selection Committee with respect to Industrial Experience will be final. Work experience indicated without supporting documents will not be considered and is liable to be reject/cancelled without any prior intimation.

Upper Age limit as on 01.01.2023:

- i) The upper age limit will be relaxable for SC / ST candidates by 05 years and OBC (Non –Creamy Layer) - 3 years. For Candidates belonging to Person with Disability (PWD) category having minimum 40% disability will get 5 (five) years relaxation in addition to the relaxation applicable to SC/ST/OBC mentioned above.
- ii) HSC/SSLC/SSC/ISC mark card and any other valid document will be considered as proof of date of birth.
- iii) Candidates seeking age relaxation will be required to attach copy of necessary certificate along with application and submit in original in case of selection or provide at any subsequent stage of the process for verification.
- iv) The EWS/Caste/Disability Certificate should be strictly in the format failing which, candidates will be considered under ‘un-reserved’ category, provided they are otherwise meeting all other criteria stipulated for unreserved candidates.
- v) The application of the candidates not meeting the prescribed age criteria will be reject/cancelled without any prior intimation.
- vi) Candidates belonging to OBC category (non-creamy layer) should produce the certificate issued on or after 01.10.2022 in prescribed format issued by Competent Authority.

3. AREA OF EXPERTISE & ROLE / RESPONSIBILITIES (SR. CONTRACT ENGINEERS):

SR. NO.	POST & CODE	AREA OF EXPERTISE	ROLE / RESPONSIBILITIES
1	Process Engineer (Metal Working) SCE- 23/001	Metal processing technologies in mechanical engineering, CNC programming knowledge	Technological preparation of production, ensuring the quality and productivity of parts
2	Programmer / Setup Operator SCE- 23/002	Setting up of CNC-machines, Specialist in metal processing technologies	Setting up of CNC-machines, ensuring the quality and productivity of parts manufacturing on CNC-machines
3	Laboratory Engineer SCE- 23/003	<ul style="list-style-type: none"> • Knowledge of legislation and standard legal acts and knowledge of materials for managing the quality of products, and certification procedure (of works, services). 	<ul style="list-style-type: none"> • Preparing of slides for metallographically test.
		<ul style="list-style-type: none"> • Knowledge of systems, methods and measures for management of quality, and knowledge of rules for conducting tests for quality and for acceptance of the products. 	<ul style="list-style-type: none"> • Performance of metallographically tests.
		<ul style="list-style-type: none"> • Experienced user of standard office software. 	<ul style="list-style-type: none"> • Micrographic examination using optical microscope and documenting reports.
		<ul style="list-style-type: none"> • Knowledge of procedure for routing, forwarding and consideration of claims in respect of the quality of raw materials, materials, semi-products, components and finished products. 	<ul style="list-style-type: none"> • Performance of the laboratory tests.

		<ul style="list-style-type: none"> • Knowing how to use measuring instrument (micrometer, alesometer, roughness indicator, vernier caliper). 	<ul style="list-style-type: none"> • Providing assistance to Testing quality manager in coverings quality assurance process (visual and dimension inspection).
			<ul style="list-style-type: none"> • Providing assistance to Testing quality manager in preparation and legalization of documentation: certification protocols, list of deficiencies, quality pass.
			<ul style="list-style-type: none"> • Quality inspection of used raw materials (powder materials, wires).
			<ul style="list-style-type: none"> • Detection of technological deficiencies and cause for rejection.
			<ul style="list-style-type: none"> • Participation in finding ways of optimization of products cycles.
			<ul style="list-style-type: none"> • Participation in developing of standards time for manufacturing, consumption of materials, calculation of economic efficiency for the technological processes.
			<ul style="list-style-type: none"> • Participating in developing and carrying out activities targeting the optimization of quality management system.
4	QA Engineer SCE- 23/004	<ul style="list-style-type: none"> • Knowledge of legislation and standard legal acts and knowledge of materials for managing the quality of products, and certification procedure (of works, services). 	<ul style="list-style-type: none"> • Production inspection (receiving inspection, operational inspection, acceptance testing).
		<ul style="list-style-type: none"> • Knowledge of systems, methods and measures for management of quality, and knowledge of rules for conducting tests for quality and for acceptance of the products 	<ul style="list-style-type: none"> • Verification of actual product parameters against the reference data stated in the technical publications, drawings.
		<ul style="list-style-type: none"> • Knowledge and ability to interpret design drawings 	<ul style="list-style-type: none"> • Drawing up accompanying documents: certificates, certification protocols, lists of deficiencies, quality passes.
		<ul style="list-style-type: none"> • Experienced user of standard office software. 	<ul style="list-style-type: none"> • Quality inspection of used raw materials (powder materials, wires).
		<ul style="list-style-type: none"> • Knowledge of procedure for routing, forwarding and consideration of claims in respect of the quality of raw materials, materials, semi-products, components and finished products. 	<ul style="list-style-type: none"> • Detection of technological deficiencies and cause for rejection.

		<ul style="list-style-type: none"> • Knowing how to use measuring instrument (micrometer, alesometer, roughness indicator, vernier caliper). 	<ul style="list-style-type: none"> • Participation in finding ways of optimization of products cycles.
			<ul style="list-style-type: none"> • Participation in developing of standards time for manufacturing, consumption of materials, calculation of economic efficiency for the technological processes.
			<ul style="list-style-type: none"> • Participating in developing and carrying out activities targeting the optimization of quality management system.

AREA OF EXPERTISE & ROLE / RESPONSIBILITIES (FRESH CONTRACT ENGINEERS):

SR.NO	POST & CODE NO	AREA OF EXPERTISE	ROLE / RESPONSIBILITIES
1	Mechanical-Engineers CE- 23/001	Assembly skills, Reading drawing, preparing reports in Computer, Knowledge on manufacturing process, Metrology equipment handling.	Mechanical Assembly, Optics Assembly, Thin Film coating, Brazing Process. 1) To prepare the quality report 2) In process Inspection of Sub Assembly 3) To work on Documentation viz. ISO 9001 & ISO 14000 4) To handle day to day activity on Production Workshop 5) Inspection of mechanical parts at various stages in Manufacturing. 6) To work on optical coating system. 7) Measurement of parts and optical coating thickness. 8) Visual Inspection of Optics. 9) Maintenance of J&F, TOOLS. 10) Performance appraisal of J&F. 11) Monitoring the performance of process by tracking the date. 12) Preparation of Stock Statements. 13) Reconciliation of Class a Items/ PARTS / Assembly
2	Mechanical-Engineers CE- 23/002	Mechanical Maintenance, Engineering Drawing etc.	Day to day Vacuum Maintenance Activities, Troubleshooting, Leak Testing, Roughing Pump, Cryo Pump, Turbo Pump & General Maintenance, ISO Documentation etc.
3	Electronics - Engineer CE- 23/003	PLC Programming / Assembly Language Programming / Calibration / Networking / Basic Circuit Design etc.	Day to day Electronics Maintenance Activities, Troubleshooting, PLC Programming, Preventive Maintenance, Calibration Activities, ISO Documentation etc.

4	<p>Electronics - Engineer</p> <p>CE- 23/004</p>	<p>Process Handling, Knowledge in manufacturing process, Knowledge of equipment handling, Basics of ISO and documentation</p>	<p>Process handling of Cathode Process Dept. in all three shifts, working on vacuum equipment's</p> <ol style="list-style-type: none"> 1) To prepare the quality report 2) In process Inspection of sub-Assembly 3) To work on documentation viz. ISO 9001 & ISO 14000 4) To handle day to day activity on Production 5) Inspection of mechanical parts at various stages in Manufacturing 6) Visual Inspection of Optics. 7) Monitoring of processes and machines in all three shifts 8) To handle vacuum equipment in all shifts 9) On Daily basis Loading/ Unloading, Assembly and Dismantling of metal parts (body and window chariots) required for production 10) To assist the room leader in problem solving of vacuum equipment's required for production
5	<p>Electronics - Engineer</p> <p>CE- 23/005</p>	<p>IT Infrastructure maintenance</p>	<ol style="list-style-type: none"> 1) Personal Computer / Laptop maintenance <ol style="list-style-type: none"> a) Windows based and Linux based Software installation/ Un-installation, updating, configuration and activation, including Operating system. b) Computer / Laptop Hardware fault troubleshooting and replacement. c) Periodic cleaning of CPU/Motherboard. d) UPS installation e) Installation of computer peripherals. f) Support on Desktop/ Laptop OS software g) Support for Mail & Messaging Client on the Desktops, Laptops, h) Install OS and office applications on the client. i) Installation/de-installation of software packages on Nodes. j) Installation of standard software's and the service packs and Advising on software or hardware upgrades k) IT Support & Coordination – Internet Connection, UPS l) Installing and maintaining hardware and computer peripherals. <ol style="list-style-type: none"> 2) Scanner/Printer maintenance <ol style="list-style-type: none"> a) Printer Support b) Installation and configuration of printer/scanner. c) Fault troubleshooting. d) Get Cartridge refill and installation. 3) Video Conference/CCTV <ol style="list-style-type: none"> a) Video conference meeting arranging. b) Support for Video Conferencing Devices & Applications

			<p>c) Installation/ configuration and maintenance of CCTV.</p> <p>4) Network Infrastructure Maintenance</p> <p>a) Network Management (LAN & WAN Support)</p> <p>b) Wireless, LAN Management</p> <p>c) Managing all Patch Panels, switches, cables, etc. in the Network</p> <p>d) Monitoring the network to determine capacity usage and escalating as required</p> <p>e) Identifying LAN faults and getting them resolved</p> <p>f) Installing necessary equipment to connect computers on to the Local Area Network (LAN).</p> <p>g) Repair / Replace faulty LAN cables</p> <p>5) Maintenance of Other IT Systems</p> <p>a) Installation / configuration and maintenance of Biometric Attendance System.</p> <p>b) Installation / configuration and maintenance of Visitor Management System.</p> <p>c) Installation / configuration and maintenance of Access Control System.</p> <p>6) Daily Monitoring and Record Generation</p> <p>a) Responding to Client Support Request</p> <p>b) Managing and working on user service request through ticketing tool, email & phone call.</p> <p>c) Diagnosing the problem and getting the same resolved through respective vendors, as per the severity level assigned to it.</p> <p>d) Daily monitoring of network connectivity.</p> <p>e) Call Pending Report with details of Complaint No., Location, Date & Time Logged in, No. of Days Pending (from higher to lower), Reasons for delay in resolving</p> <p>f) Calls Resolved on previous day with details of Complaint No., Date & Time Logged in / Resolved, Engineer Name.</p> <p>g) Items sent for Repair/Replacement with relevant details</p> <p>h) Items received for Repair/Replacement with relevant details</p> <p>i) No. of Calls received and No. of Calls resolved</p> <p>j) Hardware allocation and inventory – Desktop / Laptop / Printer & Accessories</p> <p>k) Updating asset records</p> <p>l) Daily monitoring of the desktops/laptops through console management for virus infection and</p>
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			<p>take corrective action.</p> <p>m) Maintain the IT asset inventory and keep records up to date</p> <p>n) Remote Support & Troubleshooting</p> <p>o) Reporting as per requirement.</p> <p>p) Technical Support for Purchase Activity.</p> <p>q) Advising on software or hardware upgrades.</p> <p>r) Preparation of documentation for ISO 27001</p>
6	<p>Electronics - Engineer</p> <p>CE- 23/006</p>	<p>1. Knowledge of Electronic Equipment's viz. DRO, Digital Meters Handling.</p> <p>2. Basics of Programming in MS XCEL and Oracle preferred.</p> <p>3. Knowledge of Handling of precision measuring equipment's.</p> <p>4. ISO Certification and its documentation. 5.</p> <p>Knowledge of Statistical Analysis tools.</p>	<ul style="list-style-type: none"> • Product inspection as per Quality Plans, acceptance testing. • Reading and use of Quality and Mil standards. • Quality inspection of semifinished & finished goods and its final sentencing. • Root cause analysis and taking corrective actions to stop recurrence of the defects. • Participation in finding ways of optimization of process time. • Participating in developing and carrying out activities targeting the optimization of quality management system.
7	<p>Mechanical Engineer (D&E)</p> <p>CE- 23/007</p>	<p>C-1-1: Good knowledge of Computer Aided Design Tools, viz., AutoCAD, SolidWorks, etc. C-1-2: Good knowledge of 2D and 3D Engineering Drawings.</p> <p>C-1-3: Working knowledge of Mechanical Design, Jigs, Fixtures, Tools, Parts, etc.</p> <p>C-1-4: Desirable: Good knowledge of Geometric Dimensioning and Tolerancing.</p> <p>C-1-5: Working knowledge of Mechanical Assembly and Joining Processes, viz., Fitments, Brazing, Welding, etc.</p>	<p>Design and Testing of Mechanical Parts, Jigs, Fixtures, and Assemblies.</p>

8	<p>Electronics Engineer (D&E)</p> <p>CE- 23/008</p>	<p>C-2-1: Good knowledge of design and testing of Discrete and Integrated Analog Electronic Circuits.</p> <p>C-2-2: Good knowledge of design and testing of Discrete and Integrated Digital Electronic Circuits.</p> <p>C-2-3: Working knowledge of design and testing of Microprocessor / Microcontroller based Circuits.</p> <p>C-2-4: Desirable: Working knowledge of design and testing of FPGA based Circuits.</p> <p>C-2-5: Good knowledge of design of Printed Circuit Board (PCB) Artwork / Layout, using Computer Aided Design (CAD) Tools.</p> <p>C-2-6: Working knowledge of development of Embedded Software, in C, C++, Python, VC++, C#, and application Software in LabVIEW.</p> <p>C-2-7: Working knowledge of Hardware Interfaces, viz., USB, RS-232, Ethernet, GPIB, IEEE 488, etc.</p> <p>C-2-8: Working knowledge of Communication Technologies / Techniques, viz., Wi-fi, Bluetooth, GSM, IoT, etc.</p>	<p>Design and Testing of Electronic Hardware Circuits and Systems.</p>
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4. METHOD OF SELECTION:

- a. Written test will be conducted at PIMPRI-CHINCHWAD/ PUNE
- b. All the candidates who would be applying for the above posts will be called for written test without conducting of verification w.r.t. caste certificate or other eligibility criteria; as scrutiny of applications at this stage will not be done. Hence before proceeding for written examination, the Candidate concerned has the obligation to ensure that s/he has fulfilled the eligibility Criteria of this advertisement.
- c. After written test, **only shortlisted candidates** (who are found satisfying the eligibility criteria of this advertisement) **will be called for interview as per the merit list and after considering reservation notified in this advertisement.**
- d. The venue for the Written Test / Interview will be intimated later on valid e-mail ID which is to be entered in the application form.
- e. The names of candidates for Written Test/Interview and final selection will be notified on our Company's website.
- f. SCRUTINY: Necessary scrutiny w.r.t. eligibility criteria will be carried out before the interview in respect of only those candidates who would be called for interview.

5. GENERAL CONDITIONS:

- i. Application Fee for GEN / OBC category candidates is **Rs. 354/- (Application Fees Rs. 300/- + 18% GST)** payable along with application form through **Demand Draft** drawn from any scheduled bank (preferably SBI) in favour of "**BEL Optronics Devices Limited**" payable at Pune. The candidate is required to write his / her name on the reverse of the demand draft and Post applied for.

SC/ST candidates are exempted from payment of application fee.

The application fee is non-refundable.

- ii. No TA/DA will be paid to attending written test/interview.
- iii. Candidates belonging to reserved category need to submit their authentic caste certificate issued by appropriate government authority
- iv. Candidates belonging to OBC category are required to submit the Non-Creamy Layer certificate in the prescribed format issued by the Competent Authority on or after 01.10.2022. Income certificate will not be considered as Non-Creamy Layer certificate. In respect of OBC candidates, reservation will be available only to candidates, who do not fall in the Creamy Layer.
- v. Candidates who have **not completed** BE / B.Tech. need not apply.
- vi. Applications submitted in the SPECIFIED format with all relevant enclosures will only be accepted.
- vii. Candidature is liable to be rejected at any stage of recruitment / selection process or after joining, if any information provided by the candidate is found not fulfilling the criteria mentioned in the advertisement. The candidature is also liable for rejection at any stage if BELOP 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/mismatch and/or amounts to suppression of information/particulars which should have been brought to the notice of BELOP.
- viii. Usage of Mobile phones / pagers/ iPad / iPod / Tablets / Calculators or any other such electronic device is strictly prohibited inside the examination hall, thus usage would lead to disqualification of candidature.
- ix. Management of BELOP Company reserves the right to cancel / restrict / enlarge / modify / alter the recruitment / selection process, if need so arises, without issuing any further notice or assigning any reason thereafter or extend the tenure of **the contract period up to maximum of (3) three years** if the performance of selected candidate in this regard, found to be satisfactory.
- x. **All communications will be done through eMail.** Candidates are required to possess at least on valid e-mail ID which is to be entered in the application form. BELOP will not be responsible for bouncing of any e-mail sent to the candidates. **Change in mobile number and Email-ID will not be entertained.**
- xi. Please note that admit card for written test/call for interview will not be sent by Post.
- xii. BELOP reserves the right to debar/ disqualify any candidates at any stage of the Selection Proceedings, for reason whatsoever.
- xiii. **Canvassing in any form will result in disqualification.**
- xiv. On absorption as a Contract Engineer, candidate is required to put up **at least one year service at BELOP**, otherwise service certificate will not be provided to candidate.

- xv. The candidates are required to attach self-attested copies of the following documents with the application form.
- a) Paste 'Passport size photograph' on the application.
 - b) For Date of Birth: Attach SSLC/SSC certificate or Date of Birth Certificate.
 - c) Proof of first class obtained in degree course, issued by respective University or College.
 - d) Candidates belonging to reserved category need to submit their authentic caste certificate issued by appropriate government authority.
 - e) No Objection Certificate from your present employer (if you are employed in Govt/Quasi Govt /PSU).
 - f) Candidates belonging to PWD (OH only) need to submit their authentic 'Disability Certificate' issued by the Medical Board in the prescribed format.
 - g) Proof of Identity card: - Pan Card / Passport / Driving license / Election card / Aadhar card
 - h) Experience Certificate/s from previous employer/s. (Mandatory).

Interested candidates are required to download the application format available on the website www.belop-india.in.

The duly filled application format along with self-attested certificates should be sent through post/courier by super scribing on the envelope the name of post applied for. Application should be addressed to:

**Manager - HR
BEL Optronics Devices Limited,
EL-30, 'J' Block, Bhosari Industrial Area,
Pune- 411 026.**

Application should **reach above address before 1700 hrs. of 10.03.2023.**

Application received after due date and/or incomplete application will not be considered. BELOP will not be responsible for any postal/courier delay.