



## 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 **Fax:** 0120-4177879 **Website:** www.becil.com

### VACANCY ADVERTISEMENT NO. 221

#### Online/WALK-IN-Interaction

Applications are invited for walk-in/Video conference interaction for engagement/empanelment of following manpower purely on fixed term contract basis for deployment in the office of our client i.e. **AAI Cargo Logistic & Allied Services Company Ltd. – Delhi, Chennai and Kolkata (Finance & HR Department).**

Sl. no	Designation	Qualification & Experience	Age	No of Position & location	Monthly Remunerati on	Date, time & venue of the interaction
1	Sr. Account Assistant (Account Payables)	<p><b>Eligibility:</b></p> <p>B.COM from the recognized university.</p> <p><b>Experience:</b> At least 5 years experience as or above in finance &amp; accounts after qualifying Graduation.</p> <p><b>Preferable:</b> At least One year Experience in Account Payables.</p>	Up to 37 years	Delhi - 1	Rs.35000/- (inclusive of PF)	Tentatively on 22 <sup>th</sup> Nov, 2022 At 10.00 am sharp through video conferencing.
2	Sr. Account Assistant (Payrolls)	<p><b>Eligibility:</b></p> <p>B.COM from the recognized university.</p> <p><b>Experience:</b> At least 5 years experience for Sr. Account Assistant or above in finance &amp; accounts after qualifying graduation.</p> <p><b>Preferable:</b> At least One year Experience in Account Payrolls.</p>	Up to 37 years	Delhi-1	Rs.35000/- (inclusive of PF)	Tentatively on 22 <sup>th</sup> Nov, 2022 At 10.00 am sharp through video conferencing.

3	Sr. Account Assistant (Account Receivables)	<b>Eligibility:</b>	Up to 37 years	Delhi-1 Kolkata-1	Rs.35000/- (inclusive of PF)	Tentatively on 22 <sup>th</sup> Nov, 2022 At 10.00 am sharp through video conferencing.
		B.COM from the recognized university.				
		<b>Experience:</b> At least 5 years experience as Sr. Account Assistant or above in finance & accounts after qualifying Graduation.				
		<b>Preferable: At least One year Experience in Account receivables.</b>				
4	Sr Account Asst-GST	<b>Eligibility:</b>	Up to 37 years	Chennai-1	Rs.35000/-	Tentatively on 22 <sup>th</sup> Nov, 2022 At 02.30 pm sharp through video conferencing.
		CA Inter from the recognized university.				
		<b>Experience:</b> At least 2 years experience in GST post CA Inter qualification.				
5	Sr. Accounts Assistant (Account Payables)	<b>Eligibility:</b>	Up to 37 years	Chennai-1 Kolkata-1	Rs.30000/- (inclusive of PF)	Tentatively on 22 <sup>th</sup> Nov, 2022 At 02.30 am sharp through video conferencing.
		B.COM from the recognized university.				
		<b>Experience:</b> At least 3 years experience as Sr. Account Assistant or above after qualifying Graduation.				
		<b>Preferable: At least One year Experience in Account Payables.</b>				
6	Executive-HR	<b>Eligibility:</b> MBA (HR) from recognized university/Institution.	37 years	Delhi - 3	Rs.35000/-	Tentatively on 23 <sup>th</sup> Nov, 2022 At 10.30 pm sharp through video conferencing.
7	Sr. Assistant (PA)	<b>Eligibility:</b> Graduation from any recognized university with minimum 50% marks with shorthand/typing speed of 100/40wpm with its certificate. <b>Experience:</b> 3 to 5 years in the relevant field.	37 years	Delhi-1	Rs.35000/-	Tentatively on 23 <sup>th</sup> Nov, 2022 At 10.30 pm sharp through video conferencing.

**Note:**

- In case any bright candidates having more number of years experience than required, suitable age relaxation equivalent to additional number of years of experience may be given. However, salary as indicated shall not be exceeded.

1. Selection/engagement will be made as per the prescribed norms and requirement of the job.
2. No TA/DA will be paid for attending the test/ written exam/ document verification-interaction/ joining the duty on selection etc. ESI benefit/PF etc. as per rules to be applicable after engagement, if any.
3. Application must be submitted ONLINE only for the above contractual positions.

4. For applying please visit the BECIL website [www.becil.com](http://www.becil.com). Go the 'Careers Section' and then click 'Registration Form (Online)'. Please read 'How to Apply' carefully before proceeding to register and online payment of fee. The instruction (How to apply) for filling up the ONLINE Application/ Registration is attached below for reference. Registration fees once paid will not be refunded under any circumstances. Therefore, candidate/applicant must ensure their eligibility before applying for the post. BECIL will not take responsibility for wrong application/ineligible condition.
5. Candidates are advised to view the BECIL website regularly after submitting their application successfully for any notification/ updates or any changes in the tentative dates of interaction before appearing for the interaction.
6. Candidates must review their application forms carefully before the final submission; BECIL will not accept any request for changes to be made in the information submitted by the candidates wrongfully.
7. Candidates will be informed via email / telephone/ SMS for their Interaction.

In case of any query/help please email at: [bipin.pandey@becil.com](mailto:bipin.pandey@becil.com)

For any technical issues please email at: [khuswindersingh@becil.com](mailto:khuswindersingh@becil.com)

***The last date of submission of application form is 18<sup>th</sup> November, 2022.***

Sd/-  
**Bipin B. Pandey**  
DGM

## BECIL REGISTRATION PORTAL

### HOW TO APPLY:

1. Candidates are required to apply online through website [www.becil.com](http://www.becil.com) or <https://becilregistration.in> only. No other means/mode of application will be accepted. **(Before applying for registration candidates are advised to have their Photo, Signature, Birth Certificate/10th Certificate, Caste Certificate scanned images for upload the file size should be not more than 100kb.)** If you want to apply for more than one post against the same advertisement, you need to register once only. The fee chargeable will vary according to the number of posts applied for.
2. Candidates are required to have a valid personal e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new E-mail ID before applying online
3. Candidates are required to go to the website of BECIL i.e. [www.becil.com](http://www.becil.com) or <https://becilregistration.in> and click on the link "Career".
4. Candidates are required to follow below process for registration.
5. Registration to be completed in 7 steps:
  - **Step 1: Select Advertisement Number**
  - **Step 2: Enter Basic Details**
  - **Step 3: Enter Education Details/ Work Experience**
  - **Step 4: Upload scanned Photo, Signature, Birth Certificate/ 10th Certificate, Caste Certificate**
  - **Step 5: Application Preview or Modify**
  - **Step 6: Payment Online Mode (via credit card, Debit card, net banking, UPI etc.)**
  - **Step 7: Email your scanned documents to the Email Id mentioned in the last page of application form.**
6. Candidates will have to upload scanned copy of passport color photo, signature scan copy, size of these scanned copies should be within 100 kb and in jpg/.pdf files only.
7. Only online payment of registration & application processing fees (non-refundable) is applicable. **There will not be any other mode of payment of registration & application processing fee. Demand Drafts, Cheques, Money Orders, Postal Orders, Pay Orders, Banker's Cheque, postal stamps etc., will not be accepted, towards registration & application processing fee.**

Category-wise registration & application processing is given below:

- General - Rs.885/- (Rs. 590/- extra for every additional post applied)
- OBC - Rs.885/- (Rs. 590/- extra for every additional post applied)
- SC/ST - Rs.531/- (Rs. 354/- extra for every additional post applied)
- Ex-Serviceman – Rs. 885/- (Rs. 590/- extra for every additional post applied)
- Women - Rs. 885/- (Rs. 590/- extra for every additional post applied)
- EWS/PH - Rs. 531/- (Rs. 354/- extra for every additional post applied)

**Note: Bank and payment gateway charges on the above amount will be borne by the applicant.**

8. BECIL will not be responsible for any network problems in submission of online application.
9. Candidates are advised to fill the post judiciously as per the advertisement released by BECIL.
10. All the communications be made either on registered email or registered mobile number.
11. In case of submission of any false information or false documents, action, as per rules in addition to complaint with local authorities be made, on the desecration of BECIL.
12. No candidate shall make any communication with our client.
13. Candidates are requested to enter the details in the online application format carefully. Before final submission of application, there will be a preview available to the candidates in case of modification required. After submission of the application, no modification will be permitted and fees once paid will not be refunded.

**\*\*Candidates are advised to apply through above mentioned website only, candidates will be solely responsible for submitting their through any other website. The candidates are requested to check their email & messages regularly. BECIL will inform the selected candidates through email & sms. BECIL will not be responsible for any delay on candidate's part. \*\***

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