

BHEL – Recruitment of Engineering Professionals-2019 Frequently Asked Questions

S/n	Query	Reply
1	How do I register ?	Go to https://careers.bhel.in . Click on “Recruitment-Engineering Professionals 2019” tab. It will direct you to the portal. Download Detailed Advertisement and Instructions to Apply Online and read all the details carefully. Afterwards, click on “Apply Online” Tab for the respective unit/location to start registration.
2	What are the documents to be uploaded while filling online application?	Candidates should upload the scanned (digital) image of their photograph & signature as per the process.
3	I had submitted my application and uploaded my Photograph and signature, is my application complete ?	BHEL Application for Engineering Professionals is a 3 stage process: Step 1: Fill in the Application Details. Step 2: Upload Photo & Signature. Step 3 : Payment of Processing Fees.
4	Can I send a Cheque/ DD in lieu of online payment along with the Acknowledgement Slip?	Payment should be made ONLINE only. No other mode of Payment is accepted. BHEL Application will be completed on completion of all 3 stages of application process.
5	I am a reserved category candidate but don't have the caste certificate, can I apply as a General candidate?	If you so desire, you may apply as General Candidate (if eligible for Gen category) giving your category as "Gen". In such an event, your candidature will be considered as "GEN" and no change in category shall be allowed at a later date.
6	Will any Travelling Allowance be paid to me for attending the Interview?	Candidates invited for Personal Interview will be paid First Class or AC 2 Tier Class to and fro rail fare from the starting station or the mailing address whichever is nearer to the place of interview by the shortest route on production of proof of journey.
7	I am working in a Govt./Public Sector Company. Should I forward my application through proper channel or bring NOC from my employer at the time of interview	Candidates presently employed with Govt. Deptt., PSUs and Autonomous Bodies must apply through proper channel and produce a "No Objection Certificate" at the time of interview. However, in the event of difficulty, they may send their application directly and produce the relieving order from their organization in the event of selection.
8	After submitting the application on-line, can it be viewed again?	Yes. It can be viewed but no changes in application once submitted can be carried out.
9	Can any information submitted at the time of on-line application be changed?	The online application should be filled-in very carefully taking into account all the instructions. It is to be reviewed carefully before submission. Once the application is finally submitted, <u>no change in any field will be permitted</u>
10	I am not sure whether I fulfill the criteria for getting benefit under OBC category. What do I do?	(i) Checkout the latest central list of OBCs published by the National Commission for Backward Classes (NCBC). The relevant link is: http://ncbc.nic.in/centrallistifobc.html/ For getting the benefit of reservation, the caste/ sub-caste/ community essentially has to be in central list. If the caste you belong to appears in a state list but not in the central list, you are not eligible for getting the reservation benefits in this recruitment. (ii). Be very sure that you do not belong to creamy layer. Your OBC certificate must have a clear mention that you belong to non-creamy layer.

		<p>(iii).OBC certificate has to be as per proper format prescribed by Govt. of India. In case your certificate is more than one year old and not as per format, please get a new one issued by a competent authority. (Candidate can download the relevant format from our recruitment website also ; http://careers.bhel.in)</p> <p>At the time of verification of the caste certificate at the time of recruitment or at any stage after that, if it is found out that the candidate has obtained reservation benefits by submitting, false/incorrect certificate/ information, candidate will be terminated from the service immediately.</p>
11	Who is entitled for relaxation /concessions admissible to Person with Disabilities (PWD) candidates?	The Persons with Disability (PwD) candidates are required to furnish self-attested copy of duly stamped Medical Certificate in relation to their benchmark disability from Government Hospital or Medical Board attached to Special Employment Exchange for the handicapped.
12	While submitting application on line, I have noted that only year wise marks are to be entered while my Institution gives marks on semester basis. What should I do?	All those candidates who have passed the qualifying exam on semester basis should add the marks/GPA for all the semesters falling in one year, for example if institute follows the 6-month semester system, one has to add the marks of the first and second semester and enter in the First year field, similarly total of the third and fourth semester may be entered in Second year field and so on. It is irrespective of the pattern and weightage of marks being adopted by different institutes/ colleges/ universities.
13	The aggregate % of marks in my degree as given in final year marksheet provided by my college is 75.8%. However, when I fill my year-wise marks in BHEL's online application form, my percentages as computed by the system comes to 75%. Explain the discrepancy?	In the BHEL online application form, the aggregate of marks of all years/ semesters means average of marks/ GPA of <u>all the years/ semesters and all subjects</u> without taking into account weightage, if any, given to any particular subject/ year/ semester by the Institute or University.
14	Where can we download the formats for Other Certificates?	The required formats are available at https://careers.bhel.in .
15	What is the fees applicable for applying ?	Application processing fee is Rs. 300 + GST.