



**BHARAT DYNAMICS LIMITED**  
**GACHIBOWLI: HYDERABAD**  
**(A Govt. of India Enterprise, Ministry of Defence)**

**COMPLETE ADVERTISEMENT MUST BE READ BEFORE FILLING UP ONLINE APPLICATION**

Bharat Dynamics Limited (BDL), a Miniratna Category-I Public Sector Enterprise, was incorporated in the year 1970 under the Ministry of Defence (MoD), Government of India. A pioneer in the manufacture of Anti-Tank Guided Missiles, today, BDL has evolved as a conglomerate, manufacturing ATGMs of later generations, Strategic Weapons, Launchers, Underwater Weapons, Decoys and Test Equipments. BDL is engaged in manufacturing of Missiles Systems and other sophisticated equipments vital for the Defence of the Country and is amongst a few Industries in the World having capabilities to produce State-of-the-Art Guided Weapon Systems. The customers of the Organization are all the three wings of the Armed Forces, Government of India.

BDL offers a Challenging and Rewarding career to dynamic individuals to contribute towards Nation building in the field of Strategic Defence Equipments. Selected candidates will be posted to any of Units / Offices of the Company i.e. at Corporate Office, Gachibowli, Hyderabad (T.S.), Kanchanbagh Unit, Hyderabad, (T.S.), Bhanur Unit, Sangareddy District. (T.S.), Visakhapatnam Unit (A.P.), Ibrahimpatnam, Ranga Reddy District (T.S), Jhansi (Uttar Pradesh), Amravati (Maharashtra), Marketing & Liaison Office (New Delhi) or New upcoming project locations across India as per requirement of the Company.

**Eligible and interested candidates are required to apply online. Online Application Opens from 16<sup>th</sup> July, 2022 at 14.00 hrs & Closes on 16<sup>th</sup> August, 2022 at 23.00 hrs.**

**A. DETAILS OF VACANCIES**

Sl. No.	Name of the Post(s)	Grade	Vacancies	Reservation(s)	Scale of Pay IDA Pattern (Increment 3% p.a.)	Apprx. CTC P.A. at minimum of
01	General Manager (HR)	VIII	01	UR	1,00,000 – 2,60,000/-	28.58 Lakhs
02	Deputy General Manager (Civil)	VI	01	UR	80,000 – 2,20,000/-	22.93 Lakhs
03	Senior Manager (Civil)	V	02	SC - 01 OBC-01 EWS- 01 UR - 02	70,000 – 2,00,000/-	20.10 Lakhs
04	Senior Manager (Explosives)	V	03			
05	Manager (Explosives)	IV	01	UR	60,000 -1,80,000/-	17.27 Lakhs
06	Deputy Manager (Civil)	III	01	SC - 01 OBC-01 EWS- 01 UR - 02	50,000 – 1,60,000/-	14.44 Lakhs
07	Deputy Manager (Explosives)	III	04			
08	Assistant Manager (Civil)	II	01	OBC- 01 UR - 03	40,000 -1,40,000/-	11.61 Lakhs
09	Assistant Manager (Explosives)	II	03			
10	Junior Manager (Russian / English Translation)	I	01	UR	30,000-1,20,000/-	8.78 Lakhs
<b>Total</b>			<b>18</b>			

**Abbreviations Used:** UR=Unreserved, SC=Scheduled Caste, ST=Scheduled Tribe, OBC(NCL)= Other Backward Caste (Non-creamy Layer), EWS = Economically Weaker Sections.

**4% Reservation for PwBD:** Out of total 18 vacancies, 01 (One) vacancy reserved for Persons with Benchmark Disability (PwBD) – MD i.e. autism, intellectual disability, specific learning disability and mental illness, Multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness (as per the OM No. 36035/02/2017-Estt(Res),dt. 15.01.2018) for the post of Deputy General Manager (Civil) / Senior Manager (Civil) / Deputy Manager (Civil) / Assistant Manager (Civil). (Please refer Para-G).

**B. AGE LIMIT & AGE RELAXATIONS: Age will be reckoned as on 10.06.2022:**

Name of the Post	Posts in Grade	Upper Age Limit (in years)			
		UR / EWS	OBC (NCL)	SC	ST
General Manager (HR)	VIII	54	55	55	55
Deputy General Manager (Civil)	VI	50	53	55	55
Senior Manager (Civil / Explosives)	V	45	48	50	50
Manager (Explosives)	IV	40	43	45	45
Deputy Manager (Civil / Explosives)	III	35	38	40	40
Assistant Manager (Civil / Explosives)	II	28	31	33	33
Junior Manager (Russian / English Translation)	I	28	31	33	33



- i) **For PwBD candidates:** In respect of Persons with Benchmark Disability (PwBD), **upper age limit is relaxable by 10 years** for all the posts advertised which is over and above the relaxation admissible for candidates belonging to SC / ST / OBC (Non-Creamy Layer) wherever applicable for the post of Deputy General Manager (Civil) / Senior Manager (Civil)/ Deputy Manager (Civil)/ Assistant Manager (Civil) .
- ii) Relaxation in age will be extended to Ex-servicemen as per extant Govt. Rules. Commissioned Officers / ECOs / SSCOs who have rendered at least 5 years of Military service and have been released on completion of assignment (including those where assignment is due to be completed within 6 months), otherwise than by way of dismissal or discharge on account of misconduct or inefficiency or on account of physical disability attributable to military service or an invalidment are eligible.
- iii) Upper age limit is relaxable by 5 years for the candidates who had ordinarily been domiciled in the state of Jammu & Kashmir during the period from 1/1/1980 to 31/12/1989 on submission of domicile certificate.
- iv) The maximum age limit for Internal Candidates will be 55 years.
- v) The maximum age limit of the applicant shall not exceed 55 years including all possible age relaxations.

**C. QUALIFICATION(S) \* & POST QUALIFICATION EXECUTIVE EXPERIENCE (as on 10.06.2022):**

- i) The Essential Qualification for posts are as indicated hereunder:

SI No.	Name of the Post	Grade	Essential Qualification
1	General Manager (HR)	VIII	First Class in MBA or equivalent / Post Graduate Diploma in HR / PM&IR / Personnel Management / Social Science / Social Welfare / Social Work of 2 years Duration from University / Institution Recognized by Government.  • Desirable- Graduate in Law.
2	Deputy General Manager (Civil)	VI	First Class Degree (or 05 years integrated course) in Engineering or Technology in Civil from recognized Universities / Institution or equivalent course.
3	Senior Manager (Civil)	V	
4	Deputy Manager (Civil)	III	
5	Assistant Manager (Civil)	II	
6	Senior Manager (Explosives)	V	First Class Degree (or 05 years integrated course) in Engineering or Technology in Chemical / Mechanical / Electronics / Electrical from recognized Universities / Institution or equivalent course  (Or) First Class M.Sc (Chemistry / Explosive Chemistry)
7	Manager (Explosives)	IV	
8	Deputy Manager (Explosives)	III	
9	Assistant Manager (Explosives)	II	
10	Junior Manager (Russian / English Translation)	I	First Class Degree / MS in any discipline of Engineering or equivalent studied in Russia.  (Or) First Class Degree / MS in any discipline of Engineering or equivalent and Diploma in Russian Language from a recognized Institution / University or equivalent.

- ii) Post-Qualification Executive experiences after essential Qualification for posts are as indicated hereunder

SI No.	Name of the Post	Grade	Minimum No. of years of Executive experience after essential Qualification in Medium/Heavy Industries preferably in PSUs in the relevant area with minimum 1 (one) year service in the immediate lower pay scale or equivalent post	Nature of Experience
1	General Manager (HR)	VIII	<b>18</b>	Candidate should have experience as Head of HR operations of the Organisation or similar roles. Experience in Human Resources Management, Employee Relations, Knowledge in Labour legislations, Corporate Social Responsibility, HRMIS/ ERP, etc.
2	Deputy General Manager (Civil)	VI	<b>14</b>	Candidate must have / had experience in any one or more of the following:  Construction of Industrial Buildings, Commercial Buildings i.e. Hospital Buildings, College Buildings, Multi Storey Hotels, Roads, Fire Hydrant lines, etc., Residential Buildings and Civil maintenance works including water supply in Heavy Industries
3	Senior Manager (Civil)	V	<b>09</b>	
4	Deputy Manager (Civil)	III	<b>05</b>	
5	Assistant Manager (Civil)	II	<b>02</b>	



6	Senior Manager (Explosives)	V	09	Candidate must have / had experience in any one or more of the following: i) Manufacturing of Warheads, SAMs, Fuses and Propellants and conversant in the area of Explosives inspection / testing / Storage / handling Demolition. ii) Knowledge on safety norms with production experience of Explosive items. iii) Co-ordinate with various DGQA / MSQAA / RCMA agencies during inspection and testing of in-house and outsourced explosive items. iv) Knowledge on setting up and stabilizing the equipments, tools, fixtures and gauges for the project in progress and streamlining the procedures to create output of the product with safety in a explosive area for R&D trails and development of Explosive subsystems pertaining to the projects. v) Should be able to coordinate during static firings as a part of acceptance criteria which requires coordination with both development and testing agencies followed by arrangement of test equipment and data acquisition systems. vi) Should able to augment capacity verification of test reports & inspection of documents, inspection of various stages during the initial stages of Technology Transfer (ToT) and Induction of explosives assemblies. vii) Should able to study design documents for the production of Hardware and subassemblies and carry out the stage wise inspection as per the OEM requirements. viii) Knowledge of Chemical analysis will be added advantage.
7	Manager (Explosives)	IV	07	
8	Deputy Manager (Explosives)	III	05	
9	Assistant Manager (Explosives)	II	02	
10	Junior Manager (Russian / English Translation)	I	-Nil-	

- iii) "First Class" to be read as "60% marks in aggregate" for UR / OBC (NCL) / EWS candidates and "55% marks in aggregate" for SC / ST candidates with respect to posts reserved for that category only.
- iv) The Essential Qualification should be recognized by State / Central Government / UGC / AICTE (University incorporated by an Act of the Central or State Legislature in India or other Educational Institutions established by an Act of Parliament or declared to be deemed as Universities under Section 3 of the University Grants Commission Act, 1956).
- v) The date of declaration of result / issuance of mark as mentioned in the certificate sheet shall be deemed to be the date of acquiring the qualification and there shall be no relaxation on this account.
- vi) Existing Company employees applying for any of the posts under direct advertisement should possess relevant technical & professional qualifications from recognized University / Institution with prescribed % of marks as applicable.
- vii) Out of the total number of years of experience after essential qualification required, a candidate working in any **Government Department/ PSU** should possess a minimum of 1 year relevant experience in pay scale of immediate lower post. Similarly, a candidate from **Private Organization** applying for a post should possess minimum of 1 year relevant experience with CTC per Annum equivalent to the immediate lower post. The Details are given below:

Post Applied	Grade	For Govt./PSU candidates- 1 year experience in pay Scale of	For Pvt. Sector candidate CTC per annum of immediate lower post
General Manager (HR)	VIII	Rs. 90,000-2,40,000/- or equivalent	Rs. 25.75 Lakhs Per Annum
Deputy General Manager (Civil)	VI	Rs.70,000-2,00,000/- or equivalent	Rs. 20.10 Lakhs Per Annum
Senior Manager (Civil)	V	Rs. 60,000-1,80,000/- or equivalent	Rs. 17.27 Lakhs Per Annum
Senior Manager (Explosives)	V		
Manager (Explosives)	IV	Rs. 50,000-1,60,000/- or equivalent	Rs. 14.44 Lakhs Per Annum
Deputy Manager (Civil)	III	Rs. 40,000-1,40,000/- or equivalent	Rs. 11.61 Lakhs Per Annum
Deputy Manager (Explosives)	III		
Assistant Manager (Civil)	II	Rs. 30,000-1,20,000/- or equivalent	Rs. 8.78 Lakhs Per Annum
Assistant Manager (Explosives)	II		



- viii) **Any Contract / Training** (Management Trainee/ Graduate Engineering Trainee etc.)/ **Industrial / Vocational / Apprenticeship / Consultancy experience will not** be taken into consideration for calculation of Experience (Executive experience after essential qualification).
- ix) Applicants who have pursued Engineering Degree after completion of Diploma must mention Diploma details in the Application Form.

**D. SELECTION PROCESS:**

- i) Selection for the Post of Junior Manager (Russian / English Translation) **will be based on Written Test.**
- ii) Selection for the Post of General Manager (HR) / Deputy General Manager (Civil) / Senior Manager (Civil) / Senior Manager (Explosives) / Manager (Explosives) / Deputy Manager (Civil) / Deputy Manager (Explosives) / Assistant Manager (Civil) / Assistant Manager (Explosives) **will be based on Interview.**
- iii) Candidates will be shortlisted for interview based on the number of years of experience in the requisite/ relevant field / area followed by aggregate marks obtained in the required qualification and age. Candidates are required to appear for Interview on the date, time and venue which will be mentioned in their Call Letter will be sent through e-mail / Speed Post to their correspondence e-mail ID / Postal address.
- iv) Candidates will be shortlisted for interview in the ratio of maximum **1:10** based on the number of years of experience in the requisite field / area followed by aggregate marks obtained in the required qualification and age. The names of candidates shortlisted for interviews will be displayed on Company's website.

**E. PAY & PERKS:**

- In addition to Basic Pay, DA and HRA as admissible will be paid. Company accommodation is provided at Bhanur Unit at the prescribed rates and HRA is not applicable at Bhanur Unit.
- Perks @ 33% on Basic Pay and Performance Related Pay as per Company Policy will be paid. Other facilities viz., PF, Gratuity, Medical facilities etc. are applicable as per rules of the Company.
- Besides Contributory Provident Fund and Gratuity, will also be entitled to Pension and Post Superannuation Medical Benefits under Defined Contributory Scheme of the Company.
- All the above benefits will be governed by the policies of the Company in force and amended from time to time.

**F. MEDICAL STANDARDS:**

The appointment of selected candidates will be subject to being found **Medically Fit** as per the prescribed health standards of the Company and they will be required to undergo medical examination prior to the appointment after due selection.

**G. FOR PERSONS WITH BENCHMARK DISABILITY (PwBD) CANDIDATES:**

Disability should not be less than 40% for the categories wherever PwBD reserved posts. A person, who wants to avail the benefit of relaxation, will have to submit a Disability Certificate issued by a Competent Authority as per the form V, VI and VII of rule 18(1) under Chapter 7 of Rights of Persons with Disabilities Rules, 2017 dated 15.06.2017. The existing certificates of disability issued under the Persons with Disabilities Act 1995 (since repealed) shall continue to be valid for the period specified therein.

Functional requirements & suitable category of Benchmark Disabilities as mentioned in Annexure – C vide Notification No.38-16/2020-DD-III dated 04th January, 2021 and Guidelines for conducting written examination for Persons with Benchmark Disabilities vide OM (F. No. 34-02/2015-DD-III), dated 29th August, 2018 of Department of Empowerment of Persons with Disabilities (Divyangjan), Ministry of Social Justice and Empowerment, Govt as amended from time to time will be followed.

**H. APPLICATION FEE:**

Application fee of **Rs. 500/- (Rupees Five Hundred Only)** is to be paid online through SBI e-pay (by Debit Card / Credit Card / Net Banking / UPI, etc.). Candidates belonging to **SC / ST / PwBD / Ex-Servicemen / Internal Employees** are **exempted** from payment of Application Fee.

**Note:** Application fee is **non-refundable**; therefore candidates are requested to verify their eligibility thoroughly before making any payment. The candidature of applicants submitting fee of lesser amount or depositing fee through any other mode other than the prescribed method, will be rejected. The application fee paid by ineligible candidates shall be forfeited and no correspondence shall be entertained in this regard.

**I. GENERAL CONDITIONS:**

1. Only Indian Nationals are eligible to apply.
2. Age, Qualifications and Experiences stipulated above should be as on **10.06.2022**.
3. Applicants employed in Government, Semi-Government Organizations & Public Sector Undertakings should apply through **proper channel**. However, the candidate is required to produce **'No Objection Certificate' at the time of Interview**, if not applied through proper channel.



4. Appointment of selected candidates is subject to verification of Educational / Technical Qualifications, Memberships, Experiences, Pay Particulars (CTC / Last Pay Certificate), Caste and Character & Antecedents as the case may be with the Concerned Authorities, as per the Rules of the Company.
5. Candidates seeking reservation as SC / ST / OBC (Non-Creamy Layer) will have to submit caste certificate ONLY in the Prescribed Proforma meant for appointment to posts under the Government of India from the designated authority indicating clearly the candidates caste, the Act / Order under which the caste is recognized as SC / ST / OBC (NCL) and the Village / Town the candidate is ordinarily a resident of.
6. Candidates seeking reservation under EWS category will have to submit latest EWS certificate ONLY in the Prescribed Proforma meant for appointment to posts under the Government of India from the designated authority.
7. Candidates must note that BDL follows only Central Government list, not State Government list for SC / ST / OBC (NCL). Similarly, candidates applying under Persons with Benchmark Disability category may note that Government of India rules will be applicable for any concession in this regard.
8. Relaxation / Reservation / Concession as applicable to SC/ST/OBCs (Non-Creamy Layer) / PwBD / Ex-SM candidates will be extended only on submission of a self attested copy of valid Caste / Community / Disability Certificate / Discharge Certificate as a proof of his / her claim. An application form without copy of valid certificates and in prescribed format will be rejected.
9. For getting the reservation benefits under OBC (NCL) Category, candidates need to furnish their OBC – NON CREAMY LAYER (NCL) certificate as per the format prescribed by Government of India (**the format can be downloaded from BDL website <http://bdl-india.in/>**). The OBC (NCL) **should have been issued on or after 17.02.2022.**
10. OBC category candidate who does not belong to “NON-CREAMY LAYER” are not entitled for OBC concessions and such candidates should indicate their category as “UR” and will be considered under UR category.
11. If the SC / ST / OBC (NCL) / EWS / Disability certificate has been issued in a language other than English / Hindi, the candidates will be required to submit a self certified translated copy of the same either in Hindi or English.
12. **The candidates are required to apply ONLINE only.** After applying through online, Candidates should download the ‘Bio-data Proforma’ (**Annexure-I**) from the website, fill it up and forward.
13. All details given in the Online Application Form will be treated as final and no changes will be allowed. Therefore, the candidates are advised to fill all details in the Application Form carefully.
14. Mere submission of application, fulfillment of Qualifications and other requirements laid down will not entail a right for claiming Written Test / Interview / Appointment.
15. Candidates are required to **apply against only One Post** in response to the above advertisement.
16. Candidates not fulfilling the essential eligibility criteria can be debarred ab-initio or at any stage of the recruitment process.
17. **Candidature of the registered candidates may also be liable to be rejected if registered without application fee (if applicable). Candidature of candidates will be rejected, if application form is not received or received without Mandatory Documents.**
18. All posts require good communication skills.
19. Minimum percentage of marks in the Essential Qualifications specified for any post as per University / Institute rules.
20. Wherever CGPA / OGPA / CPI / DGPA or letter grade in a qualifying degree (Essential Qualification) is awarded, equivalent percentage of marks should be indicated in the application form as per norms adopted by the University / Institute and a documentary proof / certificate to this effect should be submitted by the candidate from the University / Institute.
21. If University / Institute does not have the provision for conversion CGPA / OGPA / CPI / DGPA or Letter Grade into percentage then the equivalence will be established by dividing the candidate’s relative grade with maximum possible corresponding scale and multiplying the result with 100.
22. In case there is no mention of **specialization** in the qualifying degree as required in the minimum Essential Qualification mentioned above, candidates must submit a certificate at the time of interview from their University / Institution with a clear mention of their specialization. For Institutes / Universities which don’t provide specialization certificate, the specialization in relevant subject shall be determined by the maximum number of papers opted by the candidate in his electives and where there are no electives, by the maximum number of papers opted by the candidate for his / her entire course curriculum.
23. If the information furnished by the candidate in any part is found to be false or incomplete or is not found to be in conformity with the eligibility criteria mentioned in the advertisement, the candidature / appointment will be considered as revoked / terminated at any stage of recruitment process or after recruitment / joining, without any reference given to the candidate.
24. In case of Internal Employees, Qualification shall be considered as per Company Rules.
25. Management reserves the right to call for any additional documentary evidence in support of Qualification, Experience etc. of the applicants.
26. In case any ambiguity / dispute arises on account of interpretation in versions other than English, the English Version will prevail.
27. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted in appropriate Courts / Tribunals / Forums in Hyderabad only, which shall have sole and exclusive jurisdiction to try any cause / dispute.
28. No correspondence in any matter is allowed.
29. Canvassing in any manner would lead to disqualification of candidature.
30. The selection process and other rules will be followed as per the Recruitment Rules of the Company. Recruitment Rules are available on our website <http://bdl-india.in/bdlmanuals.html>



31. Management reserves the right to increase / decrease the number of vacancies advertised as per the need or cancel the recruitment of a particular post or cancel the advertisement itself without any notice.
32. Management reserves the right to fill or not to fill the posts and mere fulfillment of qualifications and other requirements laid down does not entitle a candidate to be called for Interview.
33. Management reserves the right to increase / decrease the minimum eligibility criteria, etc. in order to restrict the number of candidates to be called for selection process.
34. Management reserves the right to increase / decrease the specifications given in the advertised posts depending upon the response.
35. Management reserves the right to fill up or otherwise any or all the notified posts as per the rules of the company.
36. Any or all Corrigendum / Amendments related to this recruitment process will only be given on our official Website i.e. <http://bdl-india.in>

**J. MANDATORY DOCUMENTS:****• The following documents are mandatory in nature without which candidature of applicant will not be considered:**

- a) Duly signed Print Out of the Registration Slip generated after successful submission of Online Application.
  - b) Duly signed Bio-data form along with Self-Attested copies of the following documents / certificates in proper and prescribed formats are to be enclosed.
1. Document in support of **Date of Birth** (Birth Certificate (or) SSLC certificate as applicable).
  2. **Caste / Tribe Certificate** (for SC / ST / OBC (NCL) candidates as applicable) in prescribed format issued by the Competent Authority as prescribed by Government of India. OBC (NCL) certificate should be latest one.
  3. **EWS Certificate** in the prescribed format issued by the Competent Authority.
  4. **Disability certificate** (for PwBD candidates only) in the prescribed format issued by Competent Authority.
  5. **Discharge certificate** for Ex-Servicemen, if applicable.
  6. **Domicile Certificate** in respect of candidates from Jammu & Kashmir, as applicable
  7. **Qualification Certificates and Semester wise / Year wise Mark sheets** in respect of X<sup>th</sup>, XII<sup>th</sup>, Diploma or equivalent course, Qualifying Degree / Essential Qualification and Desirable / Additional Degrees.
  8. Complete and Proper Experience Certificates / Documents issued by Competent Authority in support of experience details mentioned by the candidate. The following documentary proofs towards experience will be considered:
    - i) For Past Employments
      - Experience letter indicating clearly Designation and Date of Joining as well as Date of Relieving from the organization (OR)
      - Appointment / Offer letter clearly mentioning Designation & Date of Joining, Joining Report / Posting Order and Acceptance of Resignation Letter / Relieving Order mentioning Date of Relieving from the Organization.
    - ii) For Present / Current Employment
      - Experience letter indicating clearly Designation and Date of Joining the organization (OR)
      - Appointment / Offer letter clearly mentioning Date of Joining, Joining Report / Posting Order, AND Latest Pay Slip along with Identity Card and / or Annual Increment Letter, Promotion and / or Transfer Order etc.
    - iii) If any Training Period is included in Experience Certificate / Appointment Letter, Certificate of Absorption or Completion of Training must be provided
  9. Proof of Cost-To-Company (**CTC**) **certificate** (Per Annum) issued by the Competent Authority in respect of candidates from Private Organizations.
  10. Forwarding **Letter / NOC** from the employer in case the candidate is employed in Government / Semi-Government Organization or Public Sector Undertaking
    - a) If the documents / certificates/ letters mentioned above have been issued in any language other than Hindi/ English, the candidates will be required to submit a self certified translated copy of the same in Hindi/ English.
    - b) Filled in Bio-Data as per proforma at Annexure – I.
    - c) Latest / Current Organization Structure depicting the candidates position in the hierarchy.

**K. HOW TO APPLY:**

**[ONLINE APPLICATIONS OPENS FROM 16-JULY-2022 \(14.00 Hrs\) & CLOSING ON 16-AUG-2022 \(23.00 Hrs\).](#)**



- Applications should be submitted strictly **ONLINE only** by logging on to <http://bdl-india.in>. Applications without online registration will not be accepted.
- Complete Advertisement and Instructions for filling Online Application must be read before Applying Online. All mandatory documents along with Scanned copy of Photograph and Signature should be readily available.
- Registration Slip generated should be saved on to the local system for future printing/reference. Note down the registration number and take a print of the Registration Slip. Candidates who paid their application fee through SBI Multi Option Payment Mode should keep the candidates copy with them.
- Candidates should download the 'Bio-data Proforma' (**Annexure-I**) from the website and fill it up.
- Please forward the duly-filled in Application (Bio-data) along with all mandatory documents by Registered / Speed post to the address - "SM, C-HR (TA&CP), Bharat Dynamics Limited, Corporate Office, Plot No. 38-39, TSFC Building (Near ICICI Towers), Financial District, Gachibowli, Hyderabad, Telangana-500032" so as to reach here latest by **23<sup>rd</sup> August, 2022**. **The envelope containing application should be super scribed with "Application for the post being applied in bold letters"**. Mention your name and registration number on the reverse side of the all the mandatory documents / certificates. Annexure enclosed with the Application Form / Registration Slip.
- In case of non-receipt of the Registration slip, **Bio-Data** form with other mandatory documents by BDL within the stipulated date (i.e.**23<sup>rd</sup> August, 2022**), his / her online application is liable to be rejected.

Candidates are allowed to apply only once and applications once submitted cannot be altered under any circumstances. The **e-mail ID / Mobile Number** entered in the Application form should remain valid for next 12 months for the purpose of future communication viz. intimation regarding call letter for Written Test / Interview etc. BDL will not be responsible for bouncing / loss of any e-mail sent to the candidates due to invalid / wrong e-mail ID provided by the candidate or delivery of e-mail to spam / bulk mail folder or for delay / not receipt of information, if the candidate fails to access his / her mail / website in time. However, necessary information will be hosted on BDL's Website from time to time.

#### **L. IMPORTANT DATES:**

ACTIVITY	SCHEDULE DATE
Commencement of On-line Registration of Applications	<b>16<sup>th</sup> July, 2022 at 14.00 Hrs</b>
Closing of On-line Registration of Applications	<b>16<sup>th</sup> August, 2022 at 23.00Hrs</b>
Last date of receipt of Hard copy of the Application Form along with all mandatory documents mentioned at <b>Para-J above</b>	<b>23<sup>rd</sup> August, 2022</b>
Tentative date for Written Tests and Interviews for the advertised posts will be hosted in the Company website in due course.	

Any further information / Update / Corrigendum / Addendum if any, with regard to this advertisement and Selection Process if any will be uploaded only on BDL Website <http://bdl-india.in>. Please check our website for regular updates.

For assistance in case of queries or difficulty while applying Online, you can send e-mail to [hrcorp-careers@bdl-india.in](mailto:hrcorp-careers@bdl-india.in).