

The B.E.S.&T. UNDERTAKING

REQUIRES DEPUTY CHIEF SECURITY & VIGILANCE OFFICER (SR.)

Applications are invited from the candidates for filling in the above post in the Undertaking, the details of which are given below :-

No. of Post	:	ONE
Qualification	:	Degree in Arts, Science, Commerce, Management or Law of a Statutory University/Institution or an equivalent qualification. Adequate knowledge of Hindi Language.
Essential Experience	:	Possess 7 years experience in Armed Forces or Police Force or Security Position, of which atleast 2 years should be as a Commissioned Officer in the Armed Forces or as a Police Officer above the rank of Inspector or 2 years as a Security Officer in a responsible position in a large Industrial Organization. Experience in senior Division NCC for a minimum of two years preferably B/C Certificate Holders. Experience will be relaxed in case of non-availability of suitable candidate.
Preferential Experience	:	Knowledge of Fire Fighting and Civil Defence.
Essential	:	Knowledge of Marathi is essential. The candidate should have passed the S.S.C. or equivalent or Higher examination with Marathi as subject of 100 or 50 marks (Higher level or lower level).
Age	:	<u>As on 01.12.2011.</u> Not more than 45 years
Pay Scale & Gross Emoluments	:	(Rs. 8885-13925) (Approx. Rs.40,000/- per month) (Approx. salary Rs. 40,000/- per month) (Total emoluments include Basic, Dearness Allowance, Special Allowance, Leave Compensatory Allowance, House Rent Allowance, Medical Allowance, Travelling Allowance of Rs.1,475/- per month, plus free quota of petrol of 75 litres per month if a Motor Car is maintained while performing duties in the Undertaking or Rs.1,000/- per month if Motor Car is not maintained, plus Provident Fund, Gratuity, Leave Travelling Assistance & Ex-Gratia if declared.

Other facilities	:	<p>i) <u>Quarters</u> – Suitable residential accommodation would be provided on rent @ 2.5% of Basic Salary plus Special Allowance, if available. However, in that case no House Rent Allowance will be paid.</p> <p>ii) <u>Encashment of Leave</u> - Facility of encashment of Privilege and Casual Leave as per rules of the Undertaking framed from time to time.</p> <p>iii) <u>Garaging Facility</u> - Officers' Cars are washed, garaged, serviced and repaired in the Undertaking's Workshop at concessional rates.</p> <p>iv) <u>Petrol</u> – Petrol (In addition to free quota of 75 litres) can be drawn on credit at the Undertaking's Petrol Pumps by the Officers' monthly Maintaining Motor Cars, the cost being Recovered monthly through Salary.</p> <p>v) <u>Bus Pass</u> – A Pass for free Travel on Undertaking's bus services will be issued.</p>
Security Deposit	:	<p>The selected candidate will have to pay Security Deposit of Rs.10,000/- in cash at the time of his appointment and enter into an agreement with the Undertaking to serve the Undertaking for a minimum period of 5 years.</p>

Format of Application

Application for the Post of -
Deputy Chief Security & Vigilance Officer (Sr.)

**Affix recent Passport
size photograph**

- i) Full Name in Block : _____
Letters (Surname) (Name) Father's/Husband's name
- ii) Residential Address : _____
& Contact No. _____
- iii) Date of Birth (Age on 01.12.2011) : _____
- iv) Caste : _____
- v) Adequate knowledge of Languages : _____
- vi) Details of Demand Draft/Indian Postal Order : _____
- vii) Details of Educational Qualification :-

Exam. Passed & Year	University/ Institution	Class/Grade	Date of declaration of result

- viii) Attach certified copy of having passed the SSC or equivalent or higher examination with Marathi as subject of 100 or 50 Marks (Higher or Lower level)
- ix) Details of Experience as on 01.12.2011:-

Name of the Organization	Post held	Period	
		From	To

The above particulars are correct to the best of my knowledge and belief.

Place : _____
Date : _____

Signature of Applicant

Note :-

1. Applications should be submitted on a plain paper alongwith attested photocopies of certificates/documents in support of age, qualifications, experience, etc. accompanied by a **Demand Draft or crossed Indian Postal Order of Rs.50/- (Non-refundable)** drawn in favour of "The B.E.S.&T. Undertaking" and should be sent to the Chief Personnel Officer, Personnel Department, B.E.S.&T. Undertaking, BEST Bhavan, BEST Marg, Colaba, Mumbai – 400 001, within 30 days from the date of publication of this advertisement.
2. Incomplete/late applications shall not be accepted.

GENERAL MANAGER