



## BROADCAST ENGINEERING CONSULTANTS INDIA LIMITED

(A Government of India Enterprise under Ministry of Information & Broadcasting)  
(A Mini Ratna Company)

**Head Office:** BECIL, 14-B, Ring Road, Indraprastha Estate, New Delhi – 110002

**Phone:** 011-23378823, **Fax:** 011-23379885

**Corporate Office:** BECIL Bhawan, C-56/A-17, Sector-62, Noida-201307

**Phone:** 0120-4177850, **Fax:** 0120-4177879 **Website:** [www.becil.com](http://www.becil.com)

### VACANCY ADVERTISEMENT NO.48

#### NOTICE FOR ENGAGEMENT OF CONSULTANT LANGUAGE EDITORS ON CONTRACTUAL BASIS

Applications are invited for engaging Consultant Language Editors **purely on contract basis** for deployment in the Office of **Bureau of Outreach and Communication** under **Ministry of Information & Broadcasting, New Delhi.**

S. No.	Post	Eligibility Criteria	Monthly Remuneration
1	Consulting Language Editors-06 1. Tamil (01) 2. Kannada (01) 3. Marathi (01) 4. Punjabi (01) 5. Bengali (01) 6. Odia(01)	<p><b>Essential Qualification/Skills:</b></p> <ul style="list-style-type: none"> <li>Graduate/Post Graduate degree/ Diploma in Mass Communication or Journalism along with language proficiency in one of the languages mentioned herein as well as fair knowledge of Hindi and English</li> <li>Ability to translate from given language to English/Hindi and from Hindi/English to given language</li> <li>Possession of typing skills on computer in the language for which application is made and in English/Hindi</li> <li>Strong Writing, Editing skills, Editorial understanding in the given language</li> </ul> <p><b>Desirable Qualifications/Skills:</b></p> <ul style="list-style-type: none"> <li>Five years of work experience in Journalism, Editing, Translation, Copy editing, Proof Reading etc. in print publication or TV or Radio or Web Content Generation in the language for which the application is made</li> </ul>	Rs.75,000/- (After Deducting Taxes etc.)

#### Work Responsibility:

The selected candidates are required to undertake the following work:

- The Consulting Language Editor would be responsible for translating the content into respective language for which the applicant has applied for, editing, vetting, proof reading the content, assistance in compilation and designing layout of final print copy of language version of the fortnightly magazine "New India Samachar" and other publications.
- Maintaining Factual Accuracy of content of the language version of New India Samachar and other publications based on various decisions, orders, press releases etc of the Government of India.
- Holding Interviews if required with Ministers, Senior Officials etc on various Government schemes, decisions, Welfare Programmes.
- Collating facts and information from various Government sources.
- Any other consulting/ editorial work assigned by competent authority.

## **Terms of Engagement:**

- Engagement of the candidates will be made for Bureau of Outreach & Communication, New Delhi on contract basis, initially for a period of one year, renewable on yearly basis for further five years on the basis of satisfactory performance of the candidates. Place of posting for selected candidates will be New Delhi. They will be working under the supervision of Consulting Editors.
- They would be working for 5 days from Monday to Friday, with a shift of minimum 8 and a half hour of duration. However, as and when need arises, they may be assigned work, on Weekends and Gazetted Holidays.
- Editors would require to complete the work within the stipulated deadline as decided.
- They will not be entitled to any claim for regular employment or any other financial entitlements like Travel Allowance, CCA, DA, HRA etc.
- The skill test of the candidates, followed by an interview, will be held within one month's time. The candidate should bring their own laptop along with appropriate font for the purpose of skill test. After initial selection, the final interview will be held in New Delhi. TA/DA will be paid to the candidates for attending interview.
- Please note that it is a full-time engagement on contract for one year and that the selected candidates will not be allowed to engage in other employment/engagement.
- Bureau of Outreach and Communication has the right to terminate the contractual employment at any point of time by giving at least 30 days of notice or remuneration for 30 days in lieu of such notice.
- In respect of any other matter not covered by the Guidelines, the decision of the competent authority shall be final and binding.

## **SUBMISSION OF ONLINE APPLICATION:**

Application should be submitted ONLINE only for the above post. For applying please visit the BECIL's 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.

In case of any doubt/help please email as below:

For technical problem faced while applying ONLINE : [khuswingersingh@becil.com](mailto:khuswingersingh@becil.com)  
For queries other than technical : [maheshchand@becil.com](mailto:maheshchand@becil.com)

**Last date for submission of application form is 12<sup>th</sup> February, 2021.**

**Sd/-  
Mahesh Chand  
Deputy General Manager (HR)**

## 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.com> 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.com> 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.750/- (Rs. 500/- extra for every additional post applied)
- OBC - Rs.750/-(Rs. 500/- extra for every additional post applied)
- SC/ST - Rs.450/-(Rs. 300/- extra for every additional post applied)
- Ex-Serviceman - Rs.750/-(Rs. 500/- extra for every additional post applied)
- Women - Rs.750/-(Rs. 500/- extra for every additional post applied)
- EWS/PH - Rs.450/-(Rs. 300/- extra for every additional post applied)

**Note: the GST and Bank charges will be borne by the candidates.**

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. 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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