



ISO 9001: 2015
ISO 14001: 2015
Certified

CENTRAL ELECTRONICS LIMITED
(A Government of India Enterprise)
Under Department of Scientific & Industrial Research
Ministry of Science & Technology
4, Industrial Area, Sahibabad, Ghaziabad (UP)
Tel.No.0120-2895143, E-mail: celrecruitment@celindia.co.in
CIN : U32109DL1974GOI007325

Central Electronics Limited, a Mini Ratna Enterprise, is a Govt. of India Enterprise under Department of Scientific & Industrial Research (DSIR), Ministry of Science & Technology. It was established in 1974 with an objective to commercially exploit the indigenous technologies developed by National Laboratories and R&D Institutions in the country. CEL has developed a number of products for the first time in the country through its own R&D efforts and in close association with the premier National & International Laboratories including Defence Laboratories.

Currently, CEL operates in four prime business verticals, viz. Solar Photovoltaic (SPV), Railway Signaling System, Strategic Electronics, Security and Surveillance Group (SSG). Based on short term and long term goals of CEL the aim is to increase market presence across multiple regions in India and to have a quantum leap in turnover and profit of the company in the coming years. In order to achieve the same, we need highly skilled, experienced and work oriented individuals. Accordingly, CEL invites application from Indian nationals with matching skills, experience and endurance for the following posts:

A: Regular Posts

S. No	Post	Roles and Responsibilities	Minimum Essential Qualification & Experience
1	Accounts Officer Grade – E1 Post– 01 (SC)	The candidate shall be responsible for the preparation of MIS, periodical profit & loss accounts and balance sheet, interaction with statutory auditors of CAG and other Govt. agencies.	The candidate should be a graduate in commerce and passed final examination of CA/ICWA or MBA in Finance with minimum 55% marks from a recognized Institute/University. He/She should have minimum 02 years post qualification experience in preparation of MIS, periodical profit & loss accounts and balance sheet. Working experience in ERP System is essential. Candidates having experience of interaction with statutory auditors of CAG and other Govt. agencies will be given preference.
2	Purchase Officer (MMD) Grade – E1 Post – 01 (EWS)	The candidate shall be responsible for handling stores, managing inventory and tendering process.	The candidate should be a Graduate with MBA/PGDM/PGP in Supply Chain Management or Materials Management with minimum 55% marks from a recognized Institute/ University. OR The candidates should have B.E./ B.Tech. degree with minimum 55% marks from a recognized Institute/ University. Preference will be given to MBA/PGDM/PGP in Supply Chain Management or Materials Management. He/she should have minimum 02 years of post qualification experience in the field of stores/procurement/inventory management/tendering.

			The candidate should have knowledge of working on computers and exposure of working in e-procurement and ERP/SAP/Navision environment.
3	Company Secretary Grade – E1 Post–01 (UR)	The candidate shall be responsible for the overall in-charge of all Secretarial functions of the Company. He/She has to run the secretarial department dealing with board matters company law affairs, industrial legislation etc.	The candidate should be a Graduate with minimum 55% marks from a recognized Institute/University along with Associate Company Secretaryship from the Institute of Company Secretaries of India. The candidate should have minimum 02 years of post qualification experience. Preference will be given to candidates having degree in Law.

1. ADDITIONAL ELIGIBILITY REQUIREMENTS:

- a. Applicant must be a citizen of India.
- b. Age criteria and pay scale

The Scale of Pay in the scale and age limit are as under:

Grade/ Post	Pay Scale/ Total Emolument	Approx CTC for Regular post	Upper Age Limit for General category candidates (as on 30.04.2026)
E1/Accounts Officer/Purchase Officer (MMD)/ Company Secretary	Rs.40000-3%-140000/-	Rs.12.28 Lacs p.a.	30 Years

- c. **Relaxation of Upper Age limit (for posts reserved for the respective category)**
Upper age limit is relaxable by 5 years for SC/ST, 3 years for OBC (Non Creamy layer). It shall be relaxed by 10 years for PwBD-General, 13 years for PwBD-OBC and 15 years for PwBD-SC/ST candidates.
Age relaxation of 5 years shall be admissible to all applicants who had domiciled in the state of J&K during the period from 1st January, 1980 to 31st December 1989.
However, in no case shall the upper Age limit exceed 55 years, as on 30.04.2026.
- d. Applicants seeking age relaxation will be required to submit respective valid caste certificate (latest) at the time submission of application. Applicants are required to provide the original certificate during the document verification or/and at any subsequent stage of the process.
- e. There will be no age bar for internal candidates engaged on regular/contractual basis.
- f. The upper age limit, in case of ex-servicemen, shall be as per extant instructions of the Government of India.
- g. For PwBD applicants, the minimum percentage of disability should be 40% and they have to submit disability certificate, issued by the Govt. Medical Board/Competent Authority.
- h. Candidates seeking reservation under EWS will have to submit an Income and Asset Certificate valid for the financial year 2025-26, issued by the Competent Authority. The

prescribed format and the Competent Authority have been mentioned in DOPT Office Memorandum No. 36039/1/2019.

- i. All computations of age and qualification etc., shall be as on 30.04.2026. Date of issuance of final mark sheet shall be taken as the date of acquiring qualification.
- j. The qualifying marks in educational qualification shall be relaxable by 5% for Scheduled Caste (SC)/ Scheduled Tribes(ST)/ Persons with Benchmark Disabilities (PwBD) candidates against reserved positions only.
- k. Wherever percentage (%) of marks is not awarded by the University/Institute and only grades (e.g. GPA/CGPA/CQPI) or letter grade in degree is awarded, equivalent percentage of marks should be indicated in the application form as per norms adopted by the University/Institute. Where no norms have been specified, the GPA/CGPA/CQPI will be presumed to have been provided on a 10 point scale. The candidate will have to produce a copy of these norms/no norms with respect to his/her University/institute at the time of Personal Interview.
- l. The applicants must possess qualifications from AICTE approved/UGC recognized University/Deemed University.
- m. Applicants possessing qualifications that are equivalent to any of the specified qualifications must provide an Equivalency Certificate issued by the Competent Authority and failure to submit this certificate will result in the non-consideration of their candidature.
- n. In case there is no mention of specialization in the qualifying degree as required in the minimum essential qualification, candidate is required to submit a certificate at the time of Personal Interview from his/her University/Institute with a clear mention of his/her specialization.
- o. In respect of candidates currently working in regular pay-scales in PSUs/Government Organizations/Autonomous Bodies, a minimum of 02 years' experience in immediate lower scale of the said position/ equivalent position, shall be required.**
- p. Candidates currently working in private organizations and whose CTC is 60% or more of the CTC indicated against each post, shall be eligible to apply.**
- q. In respect of candidates currently working on contract basis in PSUs/Government Organisations/ Autonomous bodies on the advertised/equivalent pay scale shall be eligible to apply. If candidate is currently working on contract basis in PSUs/Government Organisations/ Autonomous bodies with consolidated pay/ fixed emolument and whose CTC is 60% or more of the CTC indicated against each post, shall be eligible to apply.**
- r. Applicants who are presently working in any company (Private / Public Sector / Govt), in the absence of experience certificate, should submit copy of Appointment / Offer letter issued by the company, latest Pay Slip / copy of last Pay drawn as proof of experience and CTC respectively. For past employment, experience certificate indicating the date of joining as well as relieving should be submitted. During the document verification process, the candidates should produce all certificates in original to establish the experience claimed in their application, failing which they shall not be considered for further selection.

2. APPLICATION FEE:

- a. A non-refundable Bank Draft of Rs. 500/- drawn in favour of Central Electronics Limited payable at Ghaziabad is to be enclosed along with the application form. No application fee need to be paid by the candidates belonging to SC/ST/PwBD/ExSM.
- b. Separate applications needs to be filled, if a candidate wishes to apply for more than one position.
- c. The application fee is non-refundable, regardless of the candidate's application being rejected for any reason.

3. SELECTION PROCEDURE :

- a. **The selection procedure will include a Written Examination (either Computer-Based Test or Paper-Based), followed by Document Verification and Personal Interview. However, the selection procedure can be altered by the management based on the number of applications received.**
- b. All the provisionally selected candidates will be required to undergo Pre-Employment Medical Examination.
- c. Admit cards for the Written Examination (Computer-Based Test/Paper-Based) will be issued to all candidates who are provisionally eligible, based on the information provided in the application form and the payment of the application fee. The admit card indicating Roll Number, Name of the candidate, Name of the allocated test Centre etc. and guidelines for the test shall be emailed to the candidates.

It is important to note that Admit Cards will not be sent by post. Entry into the examination hall will be prohibited without a valid admit card.

- d. Candidates are required to present a valid original photo identification proof, issued by the Government of India, when appearing for the written examination.
- e. Written Examination (Computer-Based Test/Paper-Based Test).
 - i. The duration of written exam will be of 2 hrs.
 - ii. The question paper shall be of Objective Type (Multiple Choice Type), each question shall consist of four answer options.
 - iii. The question paper shall consist of Part – I (Domain Knowledge Test) – 60 questions and Part – II (Aptitude test) – 40 questions. The aptitude test shall comprise of questions related to General English, Reasoning, Quantitative Aptitude & General Awareness etc.
 - iv. All questions shall carry 1 mark each.

- v. Incorrect and multiple answers would result in negative marks of $\frac{1}{4}$.
- vi. Every candidate will have to secure a minimum of 50% marks in the Written examination (Part – I & Part – II taken together) for being shortlisted for Personal Interview etc.
- vii. Relaxation in minimum qualifying marks in written examination by 10% shall be applicable to SC/ST/OBC/PwBD candidates against reserved positions only.
- viii. Securing the minimum qualifying marks in the written test does not guarantee shortlisting of such candidates for the Personal Interview. Such candidates would be called for Personal Interview in the ratio of maximum 5 candidates for each vacancy. For eg. if there is 1 vacancy for UR and 2 vacancies for SC in a particular stream, maximum of 5 candidates (in order of merit secured in the written examination) against 1 UR vacancy and maximum 10 candidates against 2 SC vacancies would be called for Personal Interview. If the number of candidates qualifying for a particular post and category is less than 5 times the number of vacancies for such post/category, all such candidates would be called for Personal Interview. In case of candidates securing equal marks in written examination, all such candidates shall be shortlisted for the Personal Interview.
- ix. The Answer Keys for the written examination questions will be uploaded to the 'Careers' page of the CEL website at www.celindia.co.in after the examination, during the Objection Handling process. Candidates may review the Answer Keys and submit representations via email.

Please note that representation received via other methods such as letters, applications, etc., will not be considered. Representations regarding the Answer Keys shall be scrutinized before finalizing the results and the decision of CEL in this regard will be final. Upon scrutiny of the representation made by a candidate and the initial answer key is found to be incorrect, examiner shall correct the answer key accordingly and publish the correct answer keys on 'CEL's Careers' page of website www.celindia.co.in

f. Personal Interview

- i. The Short-listed candidates (in accordance with para 3 (e)-viii above), upon document verification being found in order shall be called for Personal Interview.
- ii. Minimum passing marks for the Interview will be 65% for unreserved candidates, 60% for EWS/OBC candidates, 55% for SC/ST candidates and 50% for candidates from PwBD categories, provided the post is reserved for that specific category.
- iii. The Candidates selected for the Personal Interview will be required to complete a document verification process to confirm the credentials provided during the application submission.
- iv. The call letters for attending Personal Interview and document verification for all posts shall be mailed to the candidates on email mentioned in the application form.

g. Final merit list

- i. Final merit for selection shall be decided based on marks secured by the candidates in written examination (70% weightage) and Personal Interview (30% weightage).

- ii. Candidates meeting the qualifying criteria will be shortlisted for empanelment on a category-wise basis, in proportion to the number of vacancies in the respective category.
 - iii. Tie breaker order – in case of equal marks, relative merit would be derived on the basis of age (higher age being put higher in merit), followed by marks secured in Part – I of written test further followed by marks secured in Personal Interview.
- h. Offer of appointment & Pre-employment Medical Examination
- i. The appointment offer will be provided to the qualified candidates following the order of merit and according to the vacancy needs. Appointment of selected candidates will be subject to their medical fitness certificate.

4. GENERAL INSTRUCTIONS:

- a. Only candidates who meet the eligibility criteria specified in this notification as on 30.04.2026 will be considered eligible to apply.
- b. Before applying, candidates must verify that they meet the eligibility criteria and other requirements mentioned in this advertisement. Candidates not meeting the specified criteria shall not be considered for selection.
- c. Applications in which the essential qualification / age cannot be fully ascertained shall be liable for rejection.
- d. Accordingly, it is the responsibility of candidate to satisfy that he / she meets the eligibility criteria (as mentioned in this advertisement) fully before applying, to properly fill the application and enclose necessary documents asked for.
- e. All photocopies of documents (along with the application) submitted at the time of Document Verification, if called for, should be self-attested by the candidate. Candidates should retain sufficient number of same coloured size photograph as used in the application for future use.
- f. If multiple applications are received for the same position only the last successfully submitted application will be considered and all previous applications will be deemed invalid.
- g. By submitting the application, the candidate consents to their data being shared with a third party for the purpose of conducting Computer-Based Testing (CBT) and evaluation ensuring adequate security measures are in place.
- h. Experience Certificate or Copy of Offer Letter, Joining Letter, Payslips, Increment Letter, relieving letter, designation, nature of experience etc. proving the continuance in service for the claimed period as experience. The documents enclosed in support of experience must clearly establish the period of experience as well as the nature of experience being claimed against the post.
- i. Candidates claiming reservation under OBC (NCL)/EWS should belong to respective category as on last date of submission of application and must possess valid OBC (NCL)/EWS Certificate as on the closing date of submission of application to CEL.

- j. The selected candidates on regular post will be on probation for a period of one year.
- k. The initial posting for the posts shall be at Company Works in Sahibabad (Ghaziabad), or at any other place(s) as decided by the management. However, the Company reserves the right to change roles, place of posting, as per the Company's requirement, from time to time.
- l. CEL reserves the right to offer candidates in lower Grade/Post, as deemed fit by the selection committee/Management.
- m. Candidates presently employed in Govt./Government Departments/PSUs/Autonomous Bodies should apply through 'Proper Channel' or submit 'NO OBJECTION CERTIFICATE' at the time of interview, from their employer, failing which they will not be allowed to appear for interview.
- n. Such candidates, if offered an appointment, shall be required to submit proper 'RELEASE ORDER' from their employer at the time of joining, without which they will not be allowed to join.
- o. Outstation candidates called for interview, will be paid to and fro 3rd AC Railway Fare (normal fare) by the shortest route from their communication address (mentioned in the application form), subject to production of Railway Receipt or Ticket Numbers on their eligibility. The mode of Interview shall be in person at Company's work at Sahibabad (Ghaziabad-UP).
- p. Outstation candidates called for interview will have to make self arrangements for stay. No facility for stay will be provided by CEL.
- q. Depending on the requirements, the company reserves the right to Cancel/ modify the recruitment process as well as the number of positions keeping in view the requirement of the Company, without assigning any further notice and any reason thereof.
- r. If any information provided by the candidate is found to be false or incorrect or not in conformity with the eligibility criteria, then his / her candidature is liable to be rejected at any stage of the recruitment process or after recruitment or joining.

➤ **Important Instruction for submission of application:**

- a. Candidates will be required to correctly declare their Name and Date of Birth as mentioned in their Birth Certificate or Matriculation Certificate. Candidates should take utmost care to furnish the correct details while filling the application.
- b. Certificate issued by a Board of Secondary Education for passing Matriculation/Higher Secondary or Birth Certificate shall be the only acceptable document in support of proof of age.
- c. Application once submitted cannot be withdrawn and fee once paid will not be refunded in any case, neither shall be held reserved for any other recruitment or selection process in future.
- d. Duly completed application should be sent through Speed Post/Courier super scribing on the envelope for the post applied, to General Manager (HR), Central Electronics limited, Site-4 Industrial Area, Sahibabad, Distt. Ghaziabad (UP) – 201010. **Last date of**

receiving applications by Speed Post/Courier at CEL premises is 30.05.2026. No application shall be entertained after the closing date.

- e. The decision of CEL in all matters relating to eligibility, acceptance, rejection of the application, issue of call letters, mode of selection, interview, verification of testimonials and selection will be final and binding on the candidates. No enquiry or correspondence shall be entertained in this connection.
- f. CEL reserves right to prescribe and conduct any supplementary/additional phase of the examination in any format, whether it be Computer-Based Testing (CBT) or Paper-Based Testing (PBT).

Note: All information & any changes/updation, if there, will be available on the Company's website www.celindia.co.in. Candidates are advised to visit the website regularly to check for any updates.

(Only Indian nationals are eligible to apply)
ADVERTISEMENT NO. 119/Pers/2/2026

Proforma

Application for the post (S.No & Post Name) _____

1. Name in full (In Block Letters)
2. Father's/Husband's name
3. Mother's Name
4. Gender
5. Address for communication
Telephone Number
Mobile Number
E-mail Address
6. Permanent Address
7. Date of birth
Age (as on 30/04/2026)
8. Nationality
9. Marital status
10. Category (General/SC/ST/OBC/EWS)
11. Whether Ex-serviceman?
12. Whether Physically Handicapped?
13. Type of Disability
14. Disability Percentage (minimum 40% disability)
15. Educational/Professional Qualifications
(Starting from Matriculation or equivalent onward)

Self Attested
on front
Photograph

S No	Qualification	Mode of Education	Year of Passing	Board/University	CGPA/ Percentage of Marks	Main Subjects/Discipline

16. Experience (Present Employer onwards)

S. No	Organization	Organization Type	Designation	Basic Pay & Pay Scale	CTC (for private jobs)	Date of Joining	Brief Job responsibility	Date of Leaving	Reason of Leaving	Total Years of Experience
							Enclosed separate sheet for brief Job Responsibilities			

❖ Working experience in ERP or other related Software : **Yes/ No**

Undertaking

I hereby solemnly declare that the information given above is true & correct to the best of my knowledge and belief.

Place
Date

Signature of the Applicant