



# The Bharat Scouts and Guides

Creating Better India

## National Headquarters

Address: Lakshmi Mazumdar Bhawan, 16, M. G. Marg, I. P. Estate, New Delhi-110002

Website :www.bsgindia.org Email Id: info@bsgindia.org Phones:+91-11-23378702,23378667

To  
All the State Secretaries,  
State Associations of  
The Bharat Scouts and Guides,  
**INDIAN UNION**



**Circular No.: 233 / 2022**

**Date : 10<sup>th</sup> Dec., 2022**

### **SUB: SITUATION VACANT**

Dear Sir/Madam,

Applications are invited for the following post in the Bharat Scouts and Guides, National Headquarters, Lakshmi Mazumdar Bhawan, 16, M. G. Marg, I. P. Estate, New Delhi-110002.

- 1. DTP Operator cum Assistant - (Scale: PB-2 Rs. 5200-20200+ Grade Pay Rs. 1900).**
- 2. Assistant - (Scale: PB-2 Rs. 5200-20200+ Grade Pay Rs. 1900).**

<b>1</b>	<b>Educational Qualification</b>	:	Minimum Graduate with English as one of the language.
<b>2</b>	<b>Technical Qualification</b> <ul style="list-style-type: none"><li><b>DTP Operator</b></li><li><b>Assistant</b></li></ul>	:	<ul style="list-style-type: none"><li>➤ Diploma in computer applications Diploma in DTP or Graphic Designer</li><li>➤ Computer Typing 50 wpm in English and 40 wpm in Hindi &amp; knowledge of MS Office and Internet</li></ul>
<b>3</b>	<b>Experience</b>	:	At least <b>05 Years</b> Good communication skill in English and Hindi
<b>4</b>	<b>Age</b>	:	<b>18 to 35 Years</b>
<b>5</b>	<b>Salary</b>	:	Presently first posting on adhoc salary of <b>Rs. 20,000/- per month</b> and if the services are found satisfactory, will be posted against permanent post.

You are requested to motivate the eligible candidates and forward applications along with resume accordingly by **31.12.2022** through e-mail.

Thanking you,

Yours Sincerely,

**(RAJ KUMAR KAUSHIK)**  
**DIRECTOR<sub>DS</sub>**

### **Copy to:-**

- All the NHQ Office Bearers of the Bharat Scouts and Guides, National Headquarters.
- Chairman/Secretary, Railway Scout and Guide Board, Rail Bhawan, New Delhi.
- The Commissioner, Kendriya Vidyalaya Sangathan, 18 Institutional Area, Shahid Jeet Singh Marg, New Delhi - 110016.
- The Commissioner, Navadaya Vidyalaya Samiti, Institutional Area, B-15, Sector - 62, Noida, Uttar Pradesh - 201309.
- All the District Secretaries, District Association of Dammam, Riyadh, Muscat and Jamiat Youth Club.