



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.: 69 / 2024

Date : 12th April, 2024

**SUB: SITUATION VACANT- 1. ADMINISTRATIVE OFFICER
2. DEPUTY DIRECTOR OF GUIDES, L. T.**

Dear Sir/Madam,

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

1. Administrative Officer

No. of Post – 01

**Place of Posting–The Bharat Scouts and Guides, National Headquarters,
New Delhi**

Requirements:

1. Minimum Graduate from the recognized University.
2. Professional Qualification: MBA or Diploma in Office Administration.
3. **Age-** 50-60 years as on 01. 04.2024 (Relaxation will be considered in exceptional cases).
4. **Salary:-** Rs. 20,000/-- Rs. 30,000/- per month (negotiable)
5. Administrative Experience for atleast 20 years at reputed organization.
6. Should be fluent in English and Hindi speaking and communication.
7. Able to communicate independently.
8. **Desirable:** Retired Officer from Personnel department of Public Sectoral Office. Rashtrapati Awardee is preferred.

**2. Deputy Director of Guides (Leader Training): (Scale: PB-3 Rs.15600-39100+
Grade Pay Rs. 5400/-)**

No. of Post – 01

**Place of Posting–The Bharat Scouts and Guides, National Headquarters,
New Delhi**

Requirements:

1. **Educational Qualification:** -Minimum Graduate from the recognized University with English as one of the language. Preferably Post Graduate/MBA.
2. **Professional Qualification:** Leader Trainer in any section of the Guide wing. Guide Leaders who have attended Basic Management Course of APR/NHQ will be given preference.
3. **Age-60 years (35-58 years)** as on 01.04.2024 (Relaxation will be considered in exceptional cases).

4. **Salary:-** 1. Rs. 9300-34800+Grade Pay of Rs. 4500/- with usual allowance as per rules of the Bharat Scouts and Guides for regular appointee.
2. Consolidated salary of Rs. 30,000/- (negotiable) in case of retired person.
5. **Experience:** Atleast 10 years of working experience as SOC/STC/State Secretary/Joint State Secretary or any other executive post in the State/National Level.
6. Should be fluent in English and Hindi speaking and communication.
7. Able to communicate independently.

NOTE: - for the above post:

1. The appointment for the above post will be on consolidated salary.
2. Relaxation on qualification, experience and age can be given to the candidates on exceptional achievements.

Interested candidates may apply for the above posts on before **30/04/2024** to this Office by email at info@bsgindia.org or had copy to the Director, The Bharat Scouts and Guides, National Headquarters, Lakshmi Mazumdar Bhawan,16, M. G. Marg, I. P. Estate, New Delhi-110002.

Yours Sincerely,


(RAJ KUMAR KAUSHIK)
DIRECTOR

Copy to:

1. All the NHQ Office Bearers of the Bharat Scouts and Guides, National Headquarters.
2. Chairman/Secretary, Railway Scout and Guide Board, Rail Bhawan, New Delhi.
3. The Commissioner, Kendriya Vidyalaya Sangathan,18, Institutional Area, Shahid Jeet Singh Marg, New Delhi-110016.
4. The Commissioner, Navodaya Vidyalaya Samiti, Institutional Area, B-15, Sector-62, Noida, Uttar Pradesh-201309.
5. The Director, DAV
6. All the District Secretaries, District Association of Dammam, Riyadh, Muscat and Jamiat Youth Club.
7. Assistant Director BSG, Central, Southern, Eastern, North East Region and Western Region.