



राष्ट्रीय पुस्तक न्यास, भारत
NATIONAL BOOK TRUST, INDIA
Ministry of Education, Govt. of India
5 इंस्टीट्यूशनल एरिया, फेज - II, वसंत कुंज,
नई दिल्ली -110070

Advt. No. 137/2022/Estt.

Date: 07/12/2022

WALK-IN-INTERVIEW

Walk-in-interview will be held in the National Book Trust, India from 08/12/2022 to 16/12/2022 (in working days) between 02:00 p.m. and 04:30 p.m. for the engagement of following posts purely on contract basis through Placement Agency initially for three months which can be extended depending on the performance of the candidate/need of the organization. Interested candidates may appear for the Walk in interview with a prescribed application available on the website i.e. www.nbtindia.gov.in.

S. No.	Name of Post	No. of Post	Monthly Salary*	Upper Age Limit	Qualifications	Experience (Desirable)	Job Description
1	Event Manager	03	Rs. 35,000/- to 45,000/-	45 Years	Graduation from a recognised university	1-3 years in the relevant field	For managing Rights table, Activities in Amphitheatre, Conferences, Authors Corner, Yuva etc.
2	Social Media Executive	02	Rs. 35,000/- to 45,000/-	45 Years	Graduation from a recognised university	1-3 years in the relevant field	For supporting the SM team in handling NBT's Social Media Accounts
3	PR/Media Executive	04 (02 English + 02 Hindi)	Rs. 35,000/- to 45,000/-	45 Years	Graduation from a recognised university	1-3 years in the relevant field	For supporting the Media Cell in Press release, preparing Media reports etc.
4	Protocol Officer	03	Rs. 35,000/- to 45,000/-	45 Years	Graduation from a recognised university	1-3 years in the relevant field	For supporting the Protocol team in handling guests and VIPs.

* Negotiable for experienced candidates

NOTE:

1. Self-Attested copies of all relevant certificates, degrees, testimonials etc. should be attached with the application and originals must be produced at the time of interview and if selected, at the time of joining.
2. Incomplete applications will be rejected.
3. No T.A./D.A. will be paid for attending the interview.



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नेहरू भवन, 5 इंस्टीट्यूशनल एरिया, फेज-11, वसंतकुंज,
नई दिल्ली -110070

Post applied for _____

Place a self-attested
passport size
photograph
here

Advt. No _____ Dated _____

1. **Name** (in block letters as recorded in matriculation certificate):

2. **Father's/Husband's Name** (in block letters as recorded in matriculation certificate): _____
3. (i) **Date of Birth** (in Christian Era) : _____
In words: _____
(ii) **Age**: _____ **Years**: _____ **Months** (as on closing date): _____
(iii) **Whether you claim Age Relaxation** : _____ (Yes/No)
(Reason for claiming Age Relaxation) : _____
4. **Religion** : _____ (Hindu/Muslim/Christian/Sikh/Buddhist/Others)
5. **Category** : _____ (SC/ST/OBC/General)
(Attach necessary certificate issued by Competent Authority)
6. **Whether Ex-Serviceman** : _____ (Yes/No)
(Attach necessary certificate issued by Competent Authority)
7. **Nationality**: _____
8. **Sex** : _____ (Male/Female)
9. **Marital Status** : _____ (Married/Unmarried)
10. (i) **Whether Physically Disabled** : _____ (Yes/No)
(If Yes, certificate from a medical officer not below the rank of Civil Surgeon should be enclosed)
(ii) **Nature of Disability** : _____
(iii) **Percent of Disability** : _____

11. Languages known : _____

12. Correspondence Address:

_____ Pin Code: _____

Contact No. _____ Email. ID. _____

Fax No. _____

13. Permanent

Address: _____

_____ Pin Code: _____

14. Educational Qualifications (beginning from Matriculation or equivalent) :

Examination(s) passed	University/Board	Year of passing	Subjects covered	Division / Grade	% of Marks

15. Professional qualifications, if any :

16. Experience (in ascending order) :

Office/Department	Designation	Salary Structure	Period		Nature of Work
			From	To	

17. Details of Computer literacy: _____

18. Any other relevant information:

I do hereby declare that the statements made in the Application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility detected or after test/interview or at any stage, my candidature will stand cancelled and all my claims for the recruitment will stand forfeited.

Note: Mark Sheet, Age Certificate, Experience Certificate, Caste Certificate (if any) etc. enclosed should be self-attested and then scanned and attached with the Application. A passport size photograph should also be enclosed.

Place : _____

Date : _____

Signature of the applicant