



The Bharat Scouts and Guides

Creating Better India

National Headquarters

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

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

Circular No.: 32 / 2024

Date : 26th Feb., 2024

SUB: SITUATION VACANT

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 01.01.2024 (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
Retired officer from Personnel department of Public Sectoral office.
8. **Desirable:** Retired officer from Personnel department of Public Sectoral office.
Rashtrapati Awardee is preferred

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 or before **07/03/2024** to this Office by email at info@bsgindia.org or hard 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 in Scouting,

(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, Navadaya 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.