

**National Bal Bhavan**  
**Kotla Road, New Delhi - 110002**

Walk-in-Interview is scheduled to be held in NBB for engagement of eligible person for the following positions on contract basis for a period of one year. Interested candidates may report for Walk-in-Interview on 05.10.2017 along with their original documents for verification.

S. No.	Contractual Positions	No. of post	Consolidated remuneration	Eligibility conditions	Reporting Time
1	Consultant (Accounts & Finance)	One	Rs.35,000/- per month	<ul style="list-style-type: none"> <li>(i) Degree in Commerce from recognized University</li> <li>(ii) Minimum 05 years experience of accounts/ finance in a responsible capacity in Govt. office, autonomous organization of repute</li> <li>(iii) Knowledge of rules, regulations and procedures in the Central Govt. / Autonomous bodies</li> </ul>	At 09.30 AM
2	Consultant (Admn.)	One	Rs.35,000/- per month	<ul style="list-style-type: none"> <li>(i) Graduate in any discipline from a recognized University.</li> <li>(ii) Minimum five years experience to the post of Section Officer and above in Govt. Department/ Autonomous Bodies.</li> <li>(iii) Should be fully conversant with Recruitment, Promotions, Legal Matters, Court Cases, Disciplinary Proceedings, Parliament Questions, RTI and purchase of store etc.</li> </ul>	at 10.30 AM

S. No.	Contractual Positions	No. of post	Consolidated remuneration	Eligibility conditions	Reporting Time
3	Consultant (Bal Shree)	One	Rs.35,000/- per month	<ul style="list-style-type: none"> <li>(i) Post Graduate with experience of working in schools/institutions for children.</li> <li>(ii) Will be responsible for coordination of all programs and having ability for coordinating competitions and Bal Shree.</li> </ul>	at 11.30 AM
4	Web Master	One	Rs.25,000/- per month	<ul style="list-style-type: none"> <li>(i) The Webmaster shall have a Bachelor degree in Computer Science or Computer Technology.</li> <li>(ii) Minimum of two (2) years experience for managing websites with database connectivity.</li> <li>(iii) The Webmaster must have knowledge of server systems, databases, web authoring tools and Cold Fusion (or comparable middleware).</li> </ul>	at 02.00 PM
5	Special Officer (Bal Shree)	One	Rs.26,000/- per month	<ul style="list-style-type: none"> <li>(i) Post Graduate</li> <li>(ii) Experience in coordination of Govt. project &amp; conducting award Programmes.</li> <li>(iii) Good Communication skills in Hindi, English &amp; Preferably a regional language.</li> <li>(iv) Will be responsible for coordinating, selection procedure for the Bal Shree, analysis of the data received from various centres and to organize the Selection Camps at State and National Level.</li> </ul>	at 02.30 PM

S. No.	Contractual Positions	No. of post	Consolidated remuneration	Eligibility conditions	Reporting Time
6	Coordinator (Bal Shree)	One	Rs.22,000/- per month	(i) Graduation (ii) Will be responsible for coordinating, selection procedure of Bal Shree, computation & analysis of the data received from various centres and to organize the Selection Camps at State & National Level.	at 03.00 PM

Note: -

1. The person appointed on contract would be allowed 08 C.L. and 02 R.H. only in a year.
2. Working hours of the NBB office is 09:00 a.m. to 05:30 p.m. (Sunday & Monday are holidays).
3. The persons selected would be posted in NBB office, New Delhi.
4. Maximum age limit for all the positions is 70 years.
5. Those who will report after the reporting time mentioned above would not be entertained in any case.
6. Competent authority of the NBB reserves the right not to fill up any of the vacancy.

(Director, NBB)