



राष्ट्रीय पुस्तक न्यास, भारत  
NATIONAL BOOK TRUST, INDIA  
Ministry of Education, Govt. of India  
5 इंस्टीट्यूशनल एरिया, फेज - II, वसंत कुंज,  
नई दिल्ली -110070  
Email: recruitment@nbtindia.gov.in

Advt. No. 122./2022  
Date: 24/06/2022

**WALK-IN- INTERVIEW**

Walk-in-interview will be held in the National Book Trust, India on 01/07/2022 between 02:00 p.m. and 02:30 p.m. for the engagement of Editorial Assistant (Braille Book Project) 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 on fixed monthly remuneration of Rs. 30,000-40,000/- per month in NBT, India. Interested candidates may appear for the Walk in interview on 01/07/2022, Thursday with a prescribed application form.

|   |                                    |  |
|---|------------------------------------|--|
| 1 | Name of Post                       | Editorial Assistant (Braille Book Project)   |
| 2 | No. of post and posting            | 01 (One) at Headquarter, New Delhi.  |
| 3 | Salary                             | Rs. 30,000 - 40,000/- per month  |
| 4 | Age Limit                          | Below 45 years   |
| 5 | Date and Time of Walk in Interview | 01/07/2022 between 02:00 p.m. and 02:30 p.m.   |
| 6 | Qualifications and Experience      | <u>Essential Qualifications/Experience</u> <ul style="list-style-type: none"><li>• Bachelor's degree from a recognized university.</li><li>• Typing proficiency in Hindi and English.</li><li>• Basic knowledge of reading Braille script with three years of work experience.</li></ul> |

**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 इन्स्टीट्यूशनल एरिया, फेज-11, वसंतकुंज,  
नई दिल्ली -110070

Post applied for \_\_\_\_\_

Advt. No \_\_\_\_\_ Dated \_\_\_\_\_

Place a self-attested  
passport size  
photograph  
here

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**