



राष्ट्रीय पुस्तक न्यास, भारत  
NATIONAL BOOK TRUST, INDIA

5 इंस्टीट्यूशनल एरिया, फेज-2  
वसंत कुंज, नई दिल्ली-1100700

Phone: 011-26707798, Email: recruitment@nbtindia.gov.in

Advt. No. 32/2025/Estt.

Date: 18/07/2025

**VACANCY NOTICE**

National Book Trust, India, an apex body in publication of books and book promotion in the country, invites applications from eligible candidates to fill up the following posts purely on contract basis through manpower agency initially for three months which can be extended as per requirement of the Trust. The details are as under:

S. No.	Name of post	No. of post	Qualifications	Upper Age Limit	Monthly Salary (Rs)	Experience
1.	School Outreach Coordinator (Projects)  Anywhere in India	2	Graduation in Mass Communication or any related field  Minimum 1-3 years in school outreach/community engagement/project coordination	40 years	35,000 – 45,000	<ul style="list-style-type: none"><li>Engage with schools and education authorities for outreach of the project</li><li>Coordinate with resource persons to execute school-level programs</li><li>Facilitate student interaction through educational activities, competitions, and awareness sessions</li><li>Planning and Executing School Activities</li><li>Plan and ensure timely delivery of outreach sessions during mobile campaigns</li><li>Assist in documentation and impact tracking of school engagement initiatives</li><li>Assist in school programs and coordination</li><li>Travel with the outreach team as needed across multiple campaign locations</li></ul>

National Book Trust, India reserves the right not to fill up the post as advertised, if circumstances so warrant. Interested candidates who fulfilled the minimum eligibility criteria may apply through post to the Deputy Director (A&E), National Book Trust, India, 5, Institutional Area, Phase-II, Vasant Kunj, New Delhi - 110070 in the prescribed format as given on the website i.e. [www.nbtindia.gov.in](http://www.nbtindia.gov.in). Last date for submission of applications is 28/07/2025.

### **GENERAL TERMS AND CONDITIONS**

1. Posts may be increased/ decreased at the discretion of the Competent Authority.
2. Proofs towards possessing essential educational qualifications and experience should be submitted along with the application form.
3. The candidate should have good communication skills.
4. During his/her service with the Trust he/she may be required to serve anywhere in India under an office of the Trust.
5. During the tenure with NBT, it is not allowed to work concurrently with any other organization of the similar field/nature.
6. National Book Trust, India reserves the right not to fill up the vacancy against the advertisement.
7. Applications which do not meet the minimum qualifications given in the advertisement and/or incomplete applications will be summarily rejected.
8. Applications will not be accepted after last date of the receipt of applications.
9. Age will be determined on the last date of the receipt of applications.
10. Canvassing in any form will be treated as disqualified.
11. Mere fulfilling the minimum qualifications or the eligibility criteria does not entitle an applicant to be considered or called for personal interaction/written test.

**Note:**

1. Self-Attested copies of all relevant certificates, degrees, testimonials etc. should be attached with the Application, and the Originals must be produced at the time of the interview and if selected, at the time of joining.
2. No T.A./D.A. will be paid for attending personal interaction/written test.



राष्ट्रीय पुस्तक न्यास, भारत  
NATIONAL BOOK TRUST, INDIA  
नेहरू भवन, 5 इंस्टीट्यूशनल एरिया, फेज-2, वसंत कुंज  
नई दिल्ली-110070

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

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

Place a self-attested  
passport size  
photograph  
here

**Name** (in block letters as recorded in matriculation certificate):  
\_\_\_\_\_

**Father's/Husband's Name** (in block letters as recorded in matriculation certificate):  
\_\_\_\_\_

(i) **Date of Birth** (in Christian Era) : \_\_\_\_\_

In words: \_\_\_\_\_

(ii) **Age**: \_\_\_\_\_ **Years**: \_\_\_\_\_ **Months** (as on closing date):

**Religion** : \_\_\_\_\_ (Hindu/Muslim/Christian/Sikh/Buddhist/Others)

**Category** : \_\_\_\_\_ (SC/ST/OBC/General)

**Whether Ex-Serviceman** : \_\_\_\_\_ (Yes/No)

**Nationality**: \_\_\_\_\_

**Sex** : \_\_\_\_\_ (Male/Female)

**Marital Status** : \_\_\_\_\_ (Married/Unmarried)

(i) **Whether Physically Disabled** : \_\_\_\_\_ (Yes/No)

**Correspondence Address**:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ **Pin Code**: \_\_\_\_\_

**Contact No.** \_\_\_\_\_ **Email**.

**ID**. \_\_\_\_\_

**Fax No.** \_\_\_\_\_

Permanent  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Pin Code: \_\_\_\_\_

Educational Qualifications (beginning from Matriculation or equivalent) :

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

Professional qualifications, if any :  
\_\_\_\_\_

Experience (in ascending order) :

Office/Department	Designation	Pay Band + Grade Pay	Period		Nature of Work
			From	To	

Details of Computer literacy: \_\_\_\_\_

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 etc. enclosed should be self attested and then scanned and attached with the Application. A passport size photograph should also be enclosed.

Place : \_\_\_\_\_

Signature of the applicant

Date : \_\_\_\_\_