



SAHITYA AKADEMI



An autonomous organization under the Ministry of Culture, Government of India and is fully funded by it, invites applications as under :

Name of Post : Driver
No. of Post : One (Reserved for OBC)
Location : Head Office, New Delhi
Pay Scale : Level-2/19900-63200 (7 CPC)
Age Limit : 30 Years
(Relaxation as per Government of India rules)

Method of recruitment : Direct

Educational & Other Qualifications :

Essential :

1. 10th pass or equivalent qualification from a recognized Board or Institution.
2. Valid Motor driving licence for light and heavy vehicle.
3. Knowledge of carrying out minor automobile repairs.
4. Three years experience of motor driving.
5. Polite behaviour.

Desirable:

- 1) Knowledge of basic computer application.

The incumbent selected is liable to be transferred to any of the offices of the Sahitya Akademi located in India. Applications received through email or without required enclosures will not be accepted.

Those working in Central/State Government/Autonomous Organisations/Renowned Educational Institutions may apply through proper channel.

The candidates registered under National Career Services (NCS) portal and fulfilling the eligibility conditions may visit Akademi's website and follow the application procedure as stated.

The shortlisted candidates fulfilling the essential qualifications will be required to appear for a written test to judge their knowledge of English, Hindi and General Knowledge on a convenient date and time as decided by the Akademi. The successful candidates of written test will be called for a skill test in Driving.

The application in the prescribed format as given on Akademi's website: <http://www.sahitya-akademi.gov.in> alongwith self-attested copies of certificates of qualifications/experience etc. kept in an envelope duly superscribed "Application for the post of Driver (OBC) Head Office New Delhi" addressed to the Secretary, Sahitya Akademi, Rabindra Bhavan, 35, Ferozeshah Road, New Delhi-110001 should reach within 30 days' time from the date of publication of this advertisement.

Website: <http://www.sahitya-akademi.gov.in>

Advt. no. SA/50/02/2021

Date of Advertisement : 31 July 2021

Last Date : 31 August 2021