

**INDIAN INSTITUTE OF PUBLIC ADMINISTRATION  
NEW DELHI**

Admn./3(1089)/2014


23.07.2018

**Walk-in Interview**

Indian Institute of Public Administration desires to engage suitable persons for the following posts (on purely temporary/contract basis) in the project on “**National Consumer Helpline**”, as per details stated below:

S. No.	Post	Qualifications and Experience
1.	<b>Junior Counsellor (nine posts)</b>	<b>Qualifications:</b> Graduates/Postgraduates with Computer and Communication skill. Proficient in spoken English and Hindi. <b>Experience:</b> Candidates with two years work experience of working in a customer care center/ Helpline etc. will be preferred. <b>Duration:</b> 02 months initially which may be extended depending upon need and performance. <b>Remuneration:</b> Rs.12,000-17,000/- p.m. (Consolidated).
2.	<b>Trainee Counsellor (one post)</b>	<b>Qualifications:</b> Graduates with Computer and Communication skill. Proficient in spoken English and Hindi. <b>Remuneration:</b> Rs.8,000-10,000/- p.m. (Consolidated). <b>Duration:</b> 02 months initially which may be extended depending upon need and performance.
3.	<b>Multi Tasking Staff (one post)</b>	<b>Qualifications:</b> Class 10 <sup>th</sup> passed or equivalent from recognized Board, working knowledge of English, <b>Age:</b> 18+ years. <b>Remuneration:</b> Rs.6500-8,500/- p.m. (consolidated) <b>Duration:</b> 02 months initially which may be extended depending upon need and performance.

Interested candidates who fulfill the above criteria, **may walk in** for the interview in Room No.18 at Indian Institute of Public Administration, I.P. Estate, Ring Road, New Delhi alongwith the original educational and experience documents and updated CVs by **10:00 A.M. sharp on 30<sup>th</sup> July, 2018**. Candidates reaching the venue after the scheduled time **shall not** be entertained under any condition. No T.A/D.A. will be paid for attending the interview.

  
(O.P.Chawla)  
Dy. Registrar (F&A)