



**Services Managed by JSR**  
**VACANCY ADVERTISEMENT NO. DELP/DG/26/05-01**

Applications are invited for recruitment of following manpower on purely contractual - outsourced basis for deployment in the various department of Delhi Government.

S. No.	Name of post	No. of Required Manpower	Eligibility (Qualification, Experience, Age etc.)	Remuneration (in Rs.) Per Month
1.	Consultant & Expert (Management)	15	<p><b>Essential:</b>            BBA, MA, MBA, PGDM pass from a recognised University/Institution.</p> <p><b>Expertise:</b> Management &amp; Business Consulting, Project &amp; Operations Management, Public Administration &amp; Governance, Human Resource Management, Strategic Planning &amp; Coordination, Policy &amp; Organizational Management.</p> <p><b>Experience:</b> Minimum 10 years relevant experience.</p> <p><b>Age:</b> 21 Years to 45 Years</p>	40,000 - 80,000
2.	Consultant & Expert (Finance)		<p><b>Essential:</b>            B.Com, M.Com, MBA (Finance), CA, CMA, CS pass from a recognised University/Institution.</p> <p><b>Expertise:</b> Financial Advisory &amp; Consultancy, Taxation &amp; Regulatory Compliance, Financial Planning &amp; Budget Management, Risk Assessment &amp; Internal Control Systems, Audit, Accounting &amp; Governance Frameworks, Business Financial Analysis &amp; Reporting, Financial Policy &amp; Process Advisory, Financial System Consultation, Strategic Financial Decision Support</p> <p><b>Experience:</b> Minimum 10 years relevant experience.</p> <p><b>Age:</b> 21 Years to 45 Years</p>	40,000 - 80,000

3.	<b>Consultant &amp; Expert (Legal)</b>		<p><b>Essential:</b> LLB, BA LLB, BBA LLB, LLM pass from a recognised University/Institution.</p> <p><b>Expertise:</b> Legal Consulting, Corporate Law, Constitutional &amp; Administrative Matters, Labour &amp; Industrial Law, Cyber &amp; IT Law, Contract &amp; Compliance Management.</p> <p><b>Experience:</b> Minimum 10 years relevant experience.</p> <p><b>Age:</b> 21 Years to 45 Years</p>	40,000 - 80,000
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4.	<b>Consultant &amp; Expert (IT)</b>		<p><b>Essential:</b> BE, B.Tech, BSc, BCA, MCA, MSc pass from a recognised University/Institution.</p> <p><b>Expertise:</b> IT &amp; Technology Consulting, IT Infrastructure &amp; System Planning, Cyber Security &amp; Information Security Management, IT Policy, Compliance &amp; Risk Management, Cloud &amp; Technology Solutions Advisory, Data Management &amp; Business Intelligence, Technical Project Coordination &amp; Implementation.</p> <p><b>Experience:</b> Minimum 10 years relevant experience.</p> <p><b>Age:</b> 21 Years to 45 Years</p>	40,000 - 80,000
5.	<b>Consultant &amp; Expert (Media)</b>		<p><b>Essential:</b> BA, MA, BJMC, MJMC pass from a recognised University/Institution.</p> <p><b>Expertise:</b> Media &amp; Communication Consulting, Public Relations &amp; Brand Communication, Public Information &amp; Awareness Campaigns, Content Strategy &amp; Communication Planning, Media Coordination &amp; Stakeholder Engagement Digital Media Advisory &amp; Online Reputation Management, Campaign Planning &amp; Media Monitoring</p> <p><b>Experience:</b> Minimum 10 years relevant experience.</p> <p><b>Age:</b> 21 Years to 45 Years</p>	40,000 - 80,000
6.	<b>Jr. Accountant</b>	10	<p><b>Essential:</b> B.Com, M.Com, BBA, MBA (Finance) pass from a recognised University/Institution. Basic Computer Literacy, and Practical Skills in accounting Software like (TallyPrime/ERP)</p> <p><b>Experience:</b> Minimum 3-5 years relevant experience.</p> <p><b>Age-</b> 21 Years to 45 Years</p>	30,000 - 40,000

7.	<b>Sr. Accountant</b>	15	<p><b>Essential:</b> Chartered Accountant (CA), Cost Accountant (ICWA/CMA), or Company Secretary (CS)</p> <p>Basic Computer Literacy, and Practical Skills in accounting Software like (Tally Prime/ERP)</p> <p>Experience: Minimum 5 years relevant experience.</p> <p>Age- 21 Years to 45 Years</p>	40,000 - 60,000
8.	<b>System Analyst</b>	15	<p><b>Essential.</b> B.Tech, BE, BCA in Computer Science/IT/Computer Engineering or MCA, M.Tech, MSc, or MBA with a specialization in Information Systems from a recognised University/Institution Technical</p> <p><b>Tech. &amp; Soft Skills:</b> System Design &amp; Modelling, Database &amp; Data Analysis, Software Methodologies, Programming</p>	30,000 - 50,000
			<p>Languages, Analytical Thinking, Communication, Project Management.</p> <p>Experience: Minimum 3-5 years relevant experience.</p> <p>Age- 21 Years to 45 Years</p>	
9.	<b>Programmer</b>	15	<p><b>Essential:</b> B.Tech, BE, BCA, BSc, MCA, M.Tech, MSc (IT/Computer Science) pass from a recognised University/Institution.</p> <p><b>Programming Languages:</b> Programming Languages (Python, Java, C++), Software Development &amp; Debugging, Database Management, Problem Solving &amp; Logical Thinking, Code Understanding &amp; Implementation.</p> <p>Experience: Minimum 3-5 years relevant experience.</p> <p>Age - 21 Years to 45 Years</p>	30,000 - 50,000
10.	<b>IT Administrator</b>	10	<p><b>Essential:</b> B.Tech (CSE/IT), BE, BCA, BSc, MCA, MSc, M.Tech in (IT/Computer Science) pass from a recognised University/Institution.</p> <p>Experience: Minimum 3-5 years relevant experience.</p> <p>Age - 21 Years to 45 Years</p>	25,000 - 40,000

11.	<b>Data Entry Operator</b>	50	<p><b>Essential:</b> Any Graduate from a recognised University/Institution with basic computer knowledge and typing speed of 35 WPM in English and 30 WPM in Hindi.</p> <p><b>Experience:</b> Minimum 1 year.</p> <p><b>Age limit:</b> 21 Years to 45 Years</p>	<b>Minimum wages of Delhi Government</b>
12.	<b>Office Assistant</b>	15	<p><b>Essential:</b> Any Graduate from a recognised University/Institution with basic computer knowledge and typing speed of 35 WPM in English and 30 WPM in Hindi.</p> <p><b>Experience:</b> Minimum 1 year.</p> <p><b>Age limit:</b> 21 Years to 45 Years</p>	<b>Minimum wages of Delhi Government</b>
13.	<b>Clerks</b>	15	<p><b>Essential:</b> Any Graduate from a recognised University/Institution with basic computer knowledge and typing speed of 35 WPM in English and 30 WPM in Hindi.</p> <p><b>Experience:</b> Minimum 1 year.</p> <p><b>Age limit:</b> 21 Years to 45 Years</p>	<b>Minimum wages of Delhi Government</b>
14.	<b>Field Assistant</b>	15	<p><b>Essential:</b> Any Graduate from a recognised University/Institution with basic computer knowledge and typing speed of 35 WPM in English and 30 WPM in Hindi.</p> <p><b>Experience:</b> Minimum 1 year.</p> <p><b>Age limit:</b> 21 Years to 45 Years</p>	<b>Minimum wages of Delhi Government</b>
15.	<b>MTS (Multi-Tasking Staff)</b>	100	<p><b>Essential.</b> 10th pass from a recognised Board/Institution.</p> <p><b>Experience:</b> Minimum 1 year.</p> <p><b>Age-</b> 21 Years to 45 Years</p>	<b>Minimum wages of Delhi Government</b>
16.	<b>Staff Car Driver</b>	5	<p><b>Essential.</b> 10th pass from a recognised Board/Institution.</p> <p><b>Experience:</b> Minimum 5-10 years driving experience.</p> <p><b>Age-</b> 21 Years to 45 Years</p>	<b>Minimum wages of Delhi Government</b>

**Note: For determining eligibility under the age criteria, the minimum and maximum age limit of the candidates shall be applicable as on 31-March-2026.**

**Selection Process:**

1. Applications shall be invited from applicants against the advertisement published.
2. Shortlisting of the candidate's shall be done as per the eligibility criteria for the post.
3. Possession of the prescribed qualifications and experience does not automatically entitle a candidate to be shortlisted for further stages of the selection process.
4. Preference may be accorded to candidates possessing higher marks in the prescribed qualifications and/or greater relevant experience, as per the discretion of the client (Principal Employer).
5. Shortlisted Applicants shall be informed via email/phone calls for their interview/assessment/skill test (if any). Applicants are advised to regularly check their email and keep their contact details updated throughout the recruitment process.
6. JSR Technologies & Services India LLP shall not be required to publish interim results or stage-wise shortlists during the recruitment process. Only the final list of selected candidates, as approved after the final interview by the client, will be published on the official website of JSR Technologies & Services India LLP.

**How to apply:**

1. **The applications for selection to the above posts will be accepted through online registration only on [onlineregister.co.in](http://onlineregister.co.in). No other mode of application shall be accepted.**
2. **Application Processing Fee will be accepted through online only as details given:**

<b>Category-wise Application Processing Fees</b>	
<b>Category</b>	<b>Application Processing Fee</b>
SC/ST	Rs. 530/- (Inclusive of GST)
UR, OBC	Rs. 825 /- (Inclusive of GST)

3. Interested applicants are required to apply online and upload the necessary **educational** qualification and **experience documents in the prescribed format**.
4. JSR Technologies & Services India LLP shall not be responsible for any postal loss/ postal delay in receipt of applications.
5. Incomplete applications (columns of the format enclosed not filled in or all requisite documents not enclosed) or those in format other than the one prescribed in the Application Form will not be entertained & shall be summarily rejected.
6. **Self-attested scanned copies of the documents as listed below must be uploaded along with the application form.**
  - i. Birth Certificate / Proof of Date of Birth.
  - ii. Caste Certificate (if applicable)
  - iii. PAN Card Copy
  - iv. Aadhaar Card Copy
  - v. 10th, 12th (if applicable)
  - vi. Educational / Professional Qualification Certificates
  - vii. Work Experience Certificate (if applicable)
  - viii. Copy of EPF/ESIC Card from Previous Employer (if applicable)
  - ix. Copy of Bank Passbook mentioning Bank Account Details

**General Instructions:**

1. Applicant must read the instructions and ensure that the application is submitted correctly.
2. Applicants are required to fill in the application form carefully. No modification shall be permitted after final submission of the application.
3. Applicants must review their application forms carefully before final submission. JSR Technologies & Services India LLP shall not accept any request for changes to be made in the information submitted by the candidates incorrectly.
4. Applicants are requested to keep and retain a copy of their submitted application form for future reference.
5. The applicant should ensure that they fulfil the eligibility criteria and other requirements and that the particulars furnished by them are correct in all respect. In case it is detected at any stage of recruitment process that the applicant does not meet the eligibility criteria and/or the applicant has furnished any incorrect/false information

- or has suppressed any material fact(s), the candidature of such applicant is liable to be rejected. If any of the above shortcoming(s) is/are detected, even after appointment, his/her services are liable for suitable actions including termination and prosecution.
6. Incomplete applications or applications submitted without the required documents/details shall not be considered and are liable to be rejected.
  7. No TA/DA will be paid for attending the test/document verification/personal interaction (if any) & joining the duty on selection etc.
  8. Preference shall be given to local applicants and who have work experience in the same/similar field.
  9. Only shortlisted applicants as per above eligibility criteria shall be called for further process (if any).
  10. Mere submission of the application form does not guarantee selection or suitability for the post.
  11. The candidature of applicants at all stages of the selection process shall be provisional and subject to fulfilment of the prescribed eligibility criteria. Mere submission of the application form shall not imply final acceptance of candidature. JSR Technologies & Services India LLP /Client reserves the right to verify the eligibility conditions and original documents at any stage of the recruitment process, including after selection.
  12. Applicants are advised to ensure the correctness of Email ID & Phone Number. by JSR Technologies & Services India LLP shall not be responsible for any typographical errors (i.e Email IDs, Mobile Number etc.) in the application forms submitted by applicant.
  13. Applicants applying for more than one post against the same advertisement, shall be required to submit separate application forms. The application processing fee shall be applicable separately for each post.
  14. Applicants are advised to possess a valid e-mail ID and keep it active throughout the recruitment process. As all important intimation or information regarding the recruitment process by JSR Technologies & Services India LLP shall be sent to the candidate's e-mail. They are further requested to regularly check their e-mail (including mails in SPAM folder) for any communication from JSR Technologies & Services India LLP /Client. Any important information including Corrigendum/Changes/Updates and information / general instructions during the course of recruitment process and on selected applicants shall be made available either through the website or on the email id, simultaneously tracking the website for updates.
  15. Applicants are advised to fill the post judiciously as per the advertisement published by JSR Technologies & Services India LLP.
  16. All the communications will be made either on registered email or registered mobile number.
  17. No applicant shall make any communication with our client.
  18. JSR Technologies & Services India LLP reserves the right to cancel/modify/restrict/increase/reopen the recruitment process, if the need so arises, without issuing any further notice or assigning any reason thereof. Posts indicated herein may be kept unfilled at the discretion of JSR Technologies & Services India LLP.
  19. The number of vacancies may increase or decrease at any stage of selection process.
  20. Indian Nationals only need to apply.
  21. Canvassing in any form shall lead to disqualification.
  22. All decisions taken by the organization regarding eligibility, shortlisting, interview and final selection shall be final and binding on all candidates.
  23. No correspondence will be entertained from candidates who are not shortlisted/selected.
  24. Any legal dispute with regard to the selection process shall be subject to the jurisdiction of courts located at New Delhi.
  25. Shortlisted candidates are required to produce original/self-attested application form, along with one set of photocopied documents of essential qualification/experience for verification at the time of interview.
  26. Those Candidates who were previously engaged by JSR Technologies & Services India LLP or Client and whose services were terminated, discontinued or not renewed due to disciplinary action, unsatisfactory performance, misconduct, or violation of contract terms shall not be eligible for consideration or engagement under this advertisement.
  27. **The application processing fee once submitted shall not be refunded under any circumstances.**

**Advisory:**

1. The applicants are advised not to fall prey to fraudulent job offers in the name of JSR Technologies & Services India LLP as we do not engage or authorize any agents or intermediaries for recruitment advertisements or job offers.
2. JSR Technologies & Services India LLP shall not be responsible in any way for any amount paid by the applicants to any individual or group of individuals/agencies purporting to be representing JSR Technologies & Services India LLP /Client.
3. JSR Technologies & Services India LLP does not solicit any money whatsoever from any applicant at any stage of the recruitment process, other than the prescribed application processing fee as advertised in the advertisements.
4. Vacancies (if any) are published on our Corporate Website **www.jsrfg.in** only, with complete details.

**Disclaimer:** Terms and conditions given in the advertisement are guidelines only. In case of any ambiguity, decision of JSR Technologies & Services India LLP shall be final and binding on candidates.

In case of any doubt & queries please contact to: 011-35003063 or email at: [contact@jsrfg.in](mailto:contact@jsrfg.in)

**The last date for submission of the application to JSR Technologies & Services India LLP is 24/06/2026 up to 18:00 HRS.**

Sd/-

Managing Director Cum Founder Member