



कार्यालय, मुख्यनिर्वाचनअधिकारी, दिल्ली  
**OFFICE OF THE CHIEF ELECTORAL OFFICER, DELHI**

पुरानासेंटस्टीफनकॉलेजभवन,  
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F. NO. 05/CEO/SVEEP/Int.Elect/2017/Part-III/436

Dated: 27/12/24

**CIRCULAR**

**Subject: Inviting eligible candidates for walk-in interview for internship in the Office of the Chief Electoral Officer Delhi - reg**

1. The O/o Chief Electoral Officer, Delhi invites eligible candidates for walk – in interview in the following area of specialization as given below, for engagement as interns in the O/o Chief Electoral Officer, Delhi:-

SI No.	Area of specialization	Division of the office of the Chief Electoral Officer, Delhi	No of candidates required
1.	Designing, Creativity of Videos & other social activities	SVEEP	02
2.	Coordination with Multi-media agencies on audio-video creatives and Conceptualise and design merchandise for events / seminars / meetings.	Media Cell	02

2. The period of engagement shall be for 02 months. The detailed terms and conditions, eligibility criteria etc can be perused at O/o Chief electoral Officer, Delhi Website ([www.https://ceodelhi.gov.in/](https://ceodelhi.gov.in/)). Interested and eligible candidates may visit for walk-in interview on 30.12.2024 from 11.30 AM to 01.00 PM in the chamber of Addl. CEO-I, Office of CEO Delhi. The candidates will have to fill up a bio-data before interview.

F. NO.05/CEO/SVEEP/Int.Elect/2017/Part-III/436

Copy to:- IT Branch, O/o CEO, Delhi with the request to upload on the CEO, website.

(C.L.ROY)  
ACEO (SVEEP BRANCH)

Dated: 27/12/24

ACEO (SVEEP BRANCH)



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Dated: 27/12/2024

**CIRCULAR**

**Subject: Internship Scheme in the O/o Chief Electoral Officer, Delhi.**

Office of Chief Electoral Officer, Delhi is the apex Constitutional Body mandated with the conduct of free, fair and credible elections to the Parliament and the State Legislatures. The unparalleled election management in India time and again, has proclaimed the CEO, Delhi.

CEO, Delhi internships are envisaged as a platform to involve talented and meritorious students coming from diverse fields of academics and subject specialization, to further hone their skills and qualifications.

**The Scheme:**

To allow short-term attachment of "eligible persons" with the Chief Electoral Office Delhi as 'Interns' initially under the following fields:

- (i) SVEEP Branch
- (ii) Media and Communication

**Eligibility Criteria:**

Following persons would be eligible to apply for the scheme:

- a. The applicant should be a citizen of India.
- b. The applicant should be pursuing studies for Graduate / Post Graduate degree / Post Graduate Diploma or Research Student in a recognized Institution.
- c. The applicant should be excellent in spoken and written English and/or Hindi Knowledge of their languages is a plus.
- d. The applicant must be proficient in Computer application such as MS Office, Internet, Designing etc.

**Duration of Internship:**

The period of Internship shall be for a period of 02 months or as may be decided by the CEO, Delhi.



### **Assignments:**

The selected candidates shall be attached to SVEEP and Social Media at CEO, Delhi depending on their academic and technical training. Students shall work on content creation, art work of social media and visual creation for social message.

Internships will be based at Chief Electoral Officer, Delhi headquarters or the offices of the Election Officer. At CEO, Delhi the interns would work under the supervision of the Addl.CEO / Joint CEO-I.

### **Selection Procedure:**

- (a) The selection of interns will be made through interview on walk-in-basis at the Chief Electoral Officer, Delhi premises.
- (b) Only shortlisted candidates will be informed through, email/phone call.

### **Documents of be attached with the application Form:**

- Proof of identity
- Proof of University / College enrolment
- Bio data

### **Remuneration:**

The CEO, Delhi will pay a monthly total lumpsum stipend of Rs. 10,000/- to meet the conveyance and other daily needs of the Interns.

### **Terms and conditions**

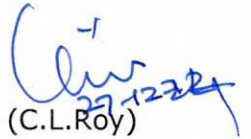
1. The duration of internship is 2 months or as may be decided by the CEO, Delhi.
2. Internship is a full-time engagement and the interns shall work full-time as per the CEO, Delhi office hours i.e. 9:30 am to 6 pm.
3. Interns shall not be eligible to be absorbed in as employees of the CEO, Delhi on completion of their internship. It is neither a job nor a promise for job in future.
4. Interns shall observe all applicable rules, regulations, instructions, procedures and directives of the CEO, Delhi and maintain political neutrality.
5. Interns shall maintain absolute secrecy and integrity and no information/record/files/data etc. of any kind perceivable by senses shall be copied/e-mailed/taken out of the CEO, Delhi.
6. The interns shall be exclusively responsible to CEO, Delhi and shall neither seek nor accept instructions from any authority/external agency.
7. Interns shall avoid any action and in particular any kind of public announcement, which may adversely reflect on the relationship or on the integrity, independence and impartiality or the relationship required to be maintained at ECI / CEO, Delhi. |
8. Interns shall abstain from any conduct that would adversely reflect on ECI / CEO, Delhi or its integrity and will not engage in any activity which is against the goals and reputation of CEO, Delhi.



9. Chief Electoral Officer, Delhi does not provide the interns with any additional facilities of housing, travel, medical insurance and transport.

10. The CEO, Delhi reserves the right to reject any candidature for internship or terminate any ongoing internship without assigning any reason.

11. Walk-in interview will be conducted on 30.12.2024 from 11.30 AM to 01.00 PM in the chamber of Addl. CEO-I, Office of CEO, Delhi.

  
(C.L. Roy)

Asstt. CEO (SVEEP)

Dated: 27/12/2024

F. NO.05/CEO/SVEEP/Int.Elect/2017/Part-III/437.  
Copy to:-

1. IT Branch, O/o CEO, Delhi for uploading on Portal.

  
27-12-24

Asstt. CEO (SVEEP)