



SAARTHI · सारथी

करियर मार्गदर्शन पोर्टल · Career Guidance Portal

"सही मार्गदर्शन, उज्ज्वल भविष्य।"

करियर शीट · CAREER SHEET

जन सेवा केंद्र संचालक (सी.एस.सी. / ई-मित्र)

In a village or small town it is the one counter people walk into to get a caste certificate made, pay an electricity bill, fill a pension form, correct an Aadhaar record or apply for a scholarship. Under the Government of...



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राजकीय उच्च माध्यमिक विद्यालय, जेठन्तरी

Govt. Sr. Sec. School, Jethantri · ब्लॉक समदड़ी · बालोतरा (Block Samdari · Balotra)

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सुशील कुमार शर्मा

प्रधानाचार्य, रा.उ.मा.वि. जेठन्तरी · मास्टर ट्रेनर
Principal, GSSS Jethantri · Master Trainer



श्री चेनाराम चौधरी

प्रधानाचार्य, डाइट बाड़मेर
Principal, DIET Barmer



श्रीमती संघमित्रा

वरिष्ठ व्याख्याता, डाइट बाड़मेर (सहयोग)
Sr. Lecturer, DIET Barmer (Support)



भरत चौधरी

अभिकल्पना व विकास · व्याख्याता (इतिहास)
Designed & developed · Lecturer (History)

विशेष धन्यवाद · SPECIAL THANKS



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व्याख्याता (इतिहास) · रा.उ.मा.वि. कानाना



सुरेश कुमार सैन

व्याख्याता (भूगोल) · रा.उ.मा.वि. रामसीन मूंगड़ा



वनिता कुमारी

व्याख्याता (इतिहास) · रा.उ.मा.वि. रामसीन मूंगड़ा



कमलेश चौधरी

व्याख्याता (राजनीति विज्ञान) · रा.उ.मा.वि. टापरा

करियर मार्गदर्शन कार्यशाला, डाइट बाड़मेर (14–17 जुलाई 2026) में विकसित व लोकार्पित
Developed & unveiled at the Career Guidance Workshop, DIET Barmer (14–17 July 2026)

यह एक स्वतंत्र परियोजना है, जो सरकार की आधिकारिक करियर-मार्गदर्शन सामग्री पर आधारित है। · An independent project based on the Government's official career-guidance content.

1 About this career

In a village or small town it is the one counter people walk into to get a caste certificate made, pay an electricity bill, fill a pension form, correct an Aadhaar record or apply for a scholarship. Under the Government of India's scheme it is called a CSC — a Common Service Centre — and the person who runs it is a VLE, a Village Level Entrepreneur; in Rajasthan the same work is done at an e-Mitra kiosk. This is not a salaried job but a business of your own: the income comes from the fee and commission earned on each service. Where the nearest government office is thirty kilometres away, this counter saves people the fare, the day and the second trip.

2 At a glance

Minimum qualification	10th pass, age above 18 (for a CSC VLE)
Certificate needed	TEC certificate number (mandatory for a new CSC application)
Registration fee	VLE registration is free — there is no fee
Earnings	From per-service fees and commission — not a fixed salary

3 What you need

INTERESTS

- Talking to people and untangling their paperwork
- Running your own counter rather than working under someone
- An interest in computers, forms and online processes

ABILITIES

- Patience — the same thing has to be explained many times, to many people
- Basic accounts — the day's cash, receipts and commission
- Care: one wrong letter in a name, date of birth or account number sends the form back

KEY SKILLS

- Working a computer, printer and scanner; saving files and scanning documents
- Filling certificate, pension, scholarship and recruitment forms
- Bill payments, recharges, insurance and travel tickets
- Handling SSO ID, Aadhaar services and digital payments
- Banking-correspondent services — deposits, withdrawals and account opening
- Keeping a customer's data safe, and never asking anyone for an OTP

4 How to get there

- 1 Pass Class 10 and turn 18. You must have an Aadhaar number.
- 2 Learn basic computer work — typing, internet, scanning, printing. RSLDC and Jan Shikshan Sansthan courses for this are free.
- 3 Do the Telecentre Entrepreneur Course (TEC). Its certificate number is mandatory for a new CSC application; it carries a separate fee — check the amount on the official portal.
- 4 Apply as a VLE on register.csc.gov.in. Registration is free — do not pay anyone for it.
- 5 Opening an e-Mitra kiosk in Rajasthan works differently: you do not apply to the government directly but through a government-authorised Local Service Provider (LSP). Check the conditions and the current process on the official e-Mitra portal.
- 6 Set the place up — a room or shop, a computer, a printer-scanner, a biometric device, internet, and a dependable power arrangement.
- 7 Do the free Udyam registration, so that MUDRA loans and government schemes become available to you.

MAIN EXAMS

- There is no competitive examination. To become a CSC VLE you need the Telecentre Entrepreneur Course (TEC) certificate, which involves an online assessment.

5 Where to study

GOVERNMENT INSTITUTES

- सी.एस.सी. ई-गवर्नेंस सर्विसेज इंडिया लिमिटेड — वी.एल.ई. पंजीकरण — All-India (<https://register.csc.gov.in/>)
- ई-मित्र, राजस्थान सरकार — Rajasthan (<https://emitra.rajasthan.gov.in/>)
- राजस्थान कौशल एवं आजीविका विकास निगम (RSLDC) — Jaipur, Rajasthan (<https://livelihoods.rajasthan.gov.in/rsldc/>)

- जन शिक्षण संस्थान (JSS) — निःशुल्क कौशल प्रशिक्षण — District level (<https://jss.gov.in/>)

FEES

Registering as a VLE is entirely free — CSC's own portal states there is no fee for it. The TEC certificate carries a separate fee; check the amount on the official portal. The real cost is the shop itself — a computer, printer-scanner, biometric device, internet, an inverter and rent. That capital can be raised through a MUDRA loan or PMEGP.

SCHOLARSHIPS

- प्रधानमंत्री मुद्रा योजना (शिशु/किशोर ऋण) (<https://www.mudra.org.in/>)
- पी.एम.ई.जी.पी. — मार्जिन मनी सब्सिडी (<https://www.kviconline.gov.in/pmegpeportal/pmegphome/index.jsp>)
- उद्यम पंजीकरण (निःशुल्क) (<https://udyamregistration.gov.in/>)

6 What the work is like

WHERE YOU WORK

A shop or room in your own village, town or neighbourhood. The customers are the people around you, so the work stays where you live — there is no need to move away.

WORK CULTURE

Eight to ten hours a day, with the rush rising when a recruitment opens, a scholarship deadline nears or a new scheme starts. Power cuts and internet outages are the biggest interruption, so an inverter and a second SIM are usual.

WHO HIRES

- Your own Common Service Centre / e-Mitra kiosk (self-employment)
- Attached to a bank as a Banking Correspondent (BC)
- As an agent for insurance and financial services
- As an assistant operator at a running e-Mitra kiosk — a way to start and learn

DEMAND (2026)

Government services keep moving online — certificates, pensions, scholarships, recruitment forms, Aadhaar and land records. For a family without a smartphone, or one that cannot fill a form, this counter is the route to the government. So there is no shortage of work. But one thing should be clear: this is not a salary. What you earn rests on how many people your area has, how many centres already run there, and how much you come to be trusted.

7 Career growth

- 1 Assistant at a running centre — to learn the work
- 2 Your own Common Service Centre / e-Mitra kiosk
- 3 Adding banking-correspondent and insurance services to widen the income
- 4 More than one centre, or a larger shop combining photocopying, stationery and a cyber café

EARNINGS

Starting	शुरुआत में कम — ग्राहक बनने में समय लगता है
Mid level	सेवा-शुल्क और कमीशन पर निर्भर
Senior level	कई सेवाएँ जोड़ने पर काफ़ी अधिक

There is no fixed salary here, so quoting a figure would not be honest. The income is made of three things — the set fee on each service, the commission on services like banking and insurance, and how many customers your area holds. The first months are usually slow. Count the costs too: internet, power, paper, ink and rent.

8 The good parts · The challenges

The good parts

- Your own work, in your own village — no need to move away
- The educational bar is low and you can start quickly
- It earns standing and trust locally, because people's real work gets done

The challenges

- The income is uncertain — no salary, no leave, no pension
- The initial capital and equipment cost falls on you
- Work stops the moment power or internet does
- The responsibility is heavy — other people's documents and money pass through your hands

9 Sources & further reading

1. CSC VLE registration — official portal and FAQ — <https://register.csc.gov.in/page/faq>
2. Common Services Centres — official website — <https://www.csc.gov.in/faqs>
3. e-Mitra, Government of Rajasthan — <https://emitra.rajasthan.gov.in/>
4. Telecentre Entrepreneur Course (TEC) — <https://www.cscentreprenuer.in/>



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