

## Advertisement

***An advertisement is a publically announced message which is targeted to convey information to the common people.***

- 1. Situation Vacant.***
- 2. Situation Wanted.***
- 3. Lost and Found.***
- 4. To- Let***
- 5. Purchase and Sale***

### Situation Vacant

***You are the manager of Aditya International Hotel, Ranchi. You need a lady receptionist for your hotel. Write out a suitable advertisement for the publication in the newspaper.***

SITUATION VACANT
<i>Wanted a well- qualified, young and dynamic lady receptionist for Aditya</i>
<i>International Hotel . She must be graduate from any stream having 5 years</i>
<i>working experience from any reputed hotel. She must know Hindi and</i>
<i>English language. The offered salary is 15000 per month with all basic facilities.</i>
<i>The interested candidate can apply within 15 days with resume and two passport</i>
<i>size photographs at our office address-- Additya International Hotel, Lalpur</i>
<i>(Ranchi ) or can contact – 222-888-555-12.</i>

***2. You are the general manager of Reliance Private Limited, Delhi. You want to appoint two Sales Representatives / computer operators for your company. Give an advertisement to be published in the classified columns of a local daily newspaper.***

**3. St. Xavier's School, Deoghar needs an English teacher for English department. Pen down an advertisement to be placed in the Times of India. You are the Principal of the same school.**

### **Situation Wanted**

**1. You are an Electrical Engineer from IIT, Delhi. You need a job in Delhi city in a reputed company. Draft a suitable advertisement to be published in the newspaper.**

SITUATION WANTED
<i>A first class B. E. needs a job in a reputed company in Delhi city.</i>
<i>He is tall, smart and having five years working experience from</i>
<i>Multi- national companies. He is well- versed in English and Hindi.</i>
<i>The minimum acceptable salary is 50, 000 per month with all basic</i>
<i>facilities. The interested company can contact to the Address- Gurgaon</i>
<i>Street no-4 , Delhi (110038) or a make call on—8657493412 for</i>
<i>the direct interview.</i>

**2. You are a graduate with an experience of keeping accounts. You want a job in a good company. Prepare an advertisement for the publication in the “Situation wanted” column of a newspaper .**

### **Lost and Found**

**1.. You have lost your briefcase . Write an advertisement to be published in “the Hindustan Times.”**

#### **LOST**

**Lost a briefcase of V.I.P company containing board certificates and some other important documents on 5 th Sept around at 4 O’ clock while travelling from Ranchi to New Delhi. Those who find it can contact to the address-- Lalpur Chowk, Ranchi (834001) or make a call --- 6254325689. He will be suitably rewarded.**

**2.You have lost a file containing all your original documents. Write an advertisement for the newspaper column.**

### **To- Let**

**You have a beautiful house at the heart of the city which you want to put on rent. Write an advertisement to be published in “the Times of India.”**

#### **TO- LET**

<b>Available a newly constructed house for rent</b>
<b>in Lalpur Chowk , near Hari Om Tower, Ranchi. The house</b>
<b>is of 3BHK with two attached washrooms. There is</b>
<b>also a dining hall along with two attractive balconies.</b>
<b>The house is situated to the heart of the city. The</b>
<b>school, station and medical are close to the house. The</b>
<b>rent is affordable. Those , who are interested can visit to</b>
<b>the address—Lalpur Chowk , near Nucleus Mall or can</b>
<b>contact-444442585 for direct deal.</b>

**For Sale and Purchase**

**1. You have an old car in good condition which you want to sell .  
Write an advertisement to be published in the newspaper.**

**FOR SALE**

**Available for sale a first class Kwid in good condition at Chandni Chowk in New Delhi. The engine of the car is very good having good mileage. The colour is appealing and body of the car is outstanding. The interested party can come to the address – Chandni Chowk, Delhi (110112) or make a call – 1245678932 for a home demo.**

**2. You have a mobile phone in good condition which you want to sell . Write an advertisement to be published in the daily Newspaper.**