



GOVERNMENT OF INDIA
DEPARTMENT OF PUBLICATION
CIVIL LINES, DELHI – 110 054.

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No.2/2/98-06/Estt.(H.T.)

Dated:- 12/09-14

OFFICE CIRCULAR

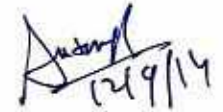
Subject:- Filling up one post of Hindi Translator in the pay scale of pay Band-II Rs. 9300-34800/- plus Grade pay-4200/-(pre revised scale of Rs.5000-8000/-) in the Department of publication, Ministry of Urban Development.

Applications are invited from eligible persons desirous of being consider for appointment to the post of Hindi Translator on deputation basis in the Department of Publication, Civil Lines, Delhi-54. The post is Group 'C'-Non-Gazetted, Ministerial in the pay Band-II Rs. 9300-34800/- plus Grade pay-4200/-(pre revised scale of Rs.5000-150-8000/-).

The posts are required to be filled up immediately on deputation basis from amongst the Upper Division Clerks, Lower Division Clerks and Junior Stenographers with at least 5 years regular service in the Grade. The other eligibility conditions are given in the Annexure-1. The deputation will be ordinarily for a period of not exceeding 3 years.

The deputation will be governed by the terms and conditions contained in Govt. of India, Department of personnel & Training O.M. No. 2/29/91-Estt.(pt.) dated 05.01.94 as amended from time to time.

The application (as per the prescribed format-Anneure-II) of applicants from other Govt. Departments should reach through proper channel along-with last 5 years ACRS and Vigilance clearance. The applications should reach the undersigned within 60 days from the date of publishing of this advertisement. Incomplete application will not be entertained.



(A.K.Singh)

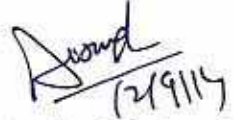
Asstt. Controller (Business)

Copy to:-

1. All Ministries/Departments/Subordinate/Attached offices of the Govt. of India.

Contd.2/-

2. All Heads of Sections in Deptt. of Publication including Scale Counters at Bombay & Book Depot, Kolkata, Kitab Mahal, with the direction that the circular may please be brought to the notice of all concerned.
3. Editor, Employments News/Rozgar Samachar, Publication Division, Ministry of Information and Broadcasting, East Block IV, Level-5, R.K. Puram, New Delhi.
4. Admin.-II Section, Ministry of Urban development, New Delhi.
5. Under Secy.(PSP), M/O Urban Development, Nirman Bhawan, New Delhi.
6. The Deputy Director (Admin.), Directorate of printing, 'B' wing, Nirman Bhawan, New Delhi.
7. Asstt. Controller of Stationary (Admin.), G.O.I. Stationary Office, 3, Church Lane, Kolkata- 700001.
8. Directorate of Estates, Nirman Bhawan, New Delhi.
9. Directorate, L&D.O. Nirman Bhawan, New Delhi.
10. N.B .O. Nirman Bhawan, New Delhi.
11. P.A to Joint Secretary & Controller of publications.
12. PA to Financial officer, Department of Publication.
13. Guard file.
14. Notice Board.
15. e-Gazette for uploading on the website of this Department.



Asstt. Controller (Business)

ANNEXURE-I

1. Name of the post : Hindi Translator
2. Scale of pay : Pay Band-II Rs.9300-34800/- plus
Grade pay 4200/-
(Pre revised scale of Rs.5000-150-8000/-)
3. Number of Post: One
4. Office & Work Place: Department of Publication
Ministry of Urban Development
Civil Lines, Delhi-54.
5. Eligibility: Degree of a recognized University with
Hindi medium and with English as one of
the elective subjects at the degree level or
Degree of a recognized university with
English medium and with Hindi as one of
elective subjects at degree level.
- Or
- Degree of a recognized university in any
subject but with Hindi medium and with
English as one of the elective subjects at
degree level.
- Desirable:
- Degree or its equivalent examination with
Sanskrit as one of the elective subjects at
degree level.
- (ii) Knowledge of any of the modern Indian
Languages in addition to Hindi.
- (iii) Experience of translation from Hindi to
English and vice versa.
6. Period of Deputation: Period of deputation including period of
Deputation in and the ex-cadre post held
immediately preceding this appointment in
the same or some other Organization/Deptt.
will ordinarily not exceed 3 years.

ANNEXURE- II

Application for the post of Hindi Translator in Department of Publication, Delhi.

1. Name of Applicant:-
2. Date of Birth:
3. Educational Qualification:
- 4(A) Present post and experience
- (B) Details of relevant experience possessed:
- (C) Date since when post held.
- (D) Pay Scale of the Post:
- (E) Pay presently drawn:
- (F) Whether permanent or temporary.
- (G) Whether SC/ST.
5. Complete Official address of the Applicant

Date

Signature of applicant