

NORTH EASTERN INDIRA GANDHI REGIONAL INSTITUTE OF HEALTH & MEDICAL SCIENCES,
MAWDIANGDIANG, SHILLONG.

Advertisement No. NEIGR-E.II/34/2006/Pt-(i) Dated 3rd November, 2011

North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences, Shillong, invite applications in the prescribed proforma from eligible candidates for filling up the following posts on deputation basis.

SL No. 1 : Hindi Officer
No of post : 1(one)
Pay : Pay Band - 2 ₹ 9300-34800/- Grade Pay- ₹ 4600/-

Eligibility criteria:

Officers from Central/State Government, Autonomous Organizations, Research Institutions, Universities, Statutory bodies holding;

- A. (a) analogous posts on regular basis, **OR**
(b) With 5(five) years regular service in the Pay Band - 2 ₹ 9300-34800/- Grade Pay- ₹ 4200/- or equivalent and
- B. Possessing the following educational qualifications:
- i) Master's degree of a recognized University or equivalent in Hindi with English as a subject at the degree level. **OR** Master's degree of a recognized University or equivalent in English with Hindi as a subject at the degree level. **OR**
Master's degree of a recognized University or equivalent in any subject with Hindi and English as a subject at the degree level. **OR**
Master's degree of a recognized University or equivalent in any subject with Hindi medium and English as a subject at the degree level. **OR**
Master's degree of a recognized University or equivalent in any subject with English medium and Hindi as a subject at the degree level.
- ii) 5 (five) years experience of terminological work in Hindi and/or translation work from English to Hindi or vice-versa preferably of technical or scientific literature **OR**
5 (five) years' experience of teaching, research, writing or journalism in Hindi.

Desirable: Knowledge of Official Language Act of Government of India Administrative experience. Experience of organizing Hindi classes or workshop for noting and drafting.

SL No.2 : **Senior Hindi Translator**
No. of post : 1 (one)
Pay : Pay Band - 2 ₹ 9300-34800 Grade Pay- ₹ 4200/-

Eligibility criteria:

Officers from Central /State Government, Autonomous Organizations, Research Institutions, Universities, Statutory bodies holding

- A. (a) analogous posts on regular basis, or
(b) With six years regular service in the Pay Band - 1 ₹ 5200-20200 Grade Pay- ₹ 2800/-or equivalent and
B. Possessing the following educational qualifications:

1. Master's degree of a recognized University in Hindi/English, with Hindi and English as a compulsory/elective subject or as medium of examination at degree level. OR

Master's degree of a recognized University in any subject other than Hindi/English, with Hindi/English medium and English/Hindi as a compulsory/elective subject or medium of examination at degree; OR
Master's degree of a recognized University in any subject other than Hindi/English, with Hindi and English as compulsory/elective subjects or either of the two as medium of examination and the other as a compulsory/elective subject at degree level AND

2. Recognized Diploma/certificate course in translation from Hindi to English and vice-versa or two years' experience of translation work from Hindi to English and vice-versa in Central/State Governments, Autonomous Organizations, Research Institutions, Universities and Statutory Bodies.

Desirable: Knowledge of Official Language Act of Government of India.

SL No.3 : **Junior Hindi Translator**
No. of post : 1 (one)
Pay : Pay Band - 1 ₹ 5200-20200 Grade Pay- ₹ 2800/-

Eligibility criteria:

Officers from Central /State Government, Autonomous Organizations, Research Institutions, Universities, Statutory bodies holding;

- A. (a) analogous posts on regular basis, or
(b) With five years regular service in the Pay Band - 1 ₹ 5200-20200 Grade Pay- ₹ 2400/-or equivalent and
B. Possessing the following educational qualifications:

Master's degree of a recognized University in Hindi/English, with Hindi and English as a compulsory subject or as medium of examination at degree level.

OR

Master's degree of a recognized University in any subject with Hindi as the medium of instruction and examination with English as a compulsory subject at degree level;

OR

Bachelor's degree with Hindi and English as main subjects or either of the two as medium of examination and the other as a main subject plus recognized Diploma/Certificate Course in translation from Hindi to English and vice-versa or two years' experience of translation work from Hindi to English and vice-versa in Central/State Governments, Autonomous Organizations, Research Institutions, Universities and Statutory Bodies.

Desirable: Knowledge of Official Language Act of Government of India.

General Information:

1. The period of deputation shall not exceed 3 (three) years including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization/department of the Central Government
2. The maximum age limit is 56 (fifty six) years as on the closing date of receipt of applications.
3. The Officer selected on deputation will have the option to draw his grade pay plus deputation (duty) allowance in accordance with and, subject to the conditions, as modified from time to time and such other general or special orders issued by the Govt. of India.
4. The eligible and interested persons may apply through proper channel on the prescribed proforma in duplicate. **The applications complete in all respect should reach the undersigned within 60 days of publication of advertisement.** While forwarding the applications the employer/forwarding authority may ensure that the particulars of the candidates are verified and that they fulfill the eligibility conditions. The forwarding authority is requested to enclose their certified copies (each page) of last 5 years ACR dossiers, Integrity Certificate, vigilance clearance, statement of major/minor penalty imposed, if any, during the last ten years along with the application. Applications received after the last date of submission of applications and/or without vigilance clearance, statement of major/minor penalty imposed, if any, during the last ten years and CR dossiers will be rejected. Candidates will not be allowed to withdraw their applications once forwarded.

The prescribed proforma of application can be downloaded from the Institute's website <http://www.neigrihms.nic.in>.

Sd/-
Deputy Director (Admn)

b. Organization working at present (Please tick \checkmark):

Central Govt State Govt Govt Undertakings

University Autonomous Organization
Any other (Please specify)

c. Nature of Present employment (Please tick \checkmark):

Permanent Temporary Adhoc Any other (please specify)

d. Mode of present appointment (Please tick \checkmark):

Promotion Direct Recruitment Deputation/Contract Any other (please specify)

e. If by Deputation/Contract:

i. The date of initial appointment:

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ii. Period of service on deputation/contract:

iii. Name of the parent department/organization to which you belong:

iv. Substantive post held in the parent department immediately preceding deputation:

8. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale along with total emoluments drawn at present:

9. Additional information, if any which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient duly countersigned by employer.

10. Remarks:

Date :

Address :

Signature of the candidate
