

Ministry of Consumer Affairs, Food & Public Distribution

Department of Food & Public Distribution

Subject: Filling up the post of Assistant Director (Official Language) in the National Sugar Institute, Kanpur on promotion/deputation/transfer.

It is proposed to fill up one post of Assistant Director (Official Language), a Group 'A' General Central Services, Ministerial in the PB-3, i.e. Rs. 15,600-39,100/- with Grade Pay of Rs. 5400/- (pre-revised scale of pay of Rs. 2000-3500/-7500-250-12,000/-) by Composite method i.e. promotion/deputation/transfer in National Sugar Institute, Kanpur, Ministry of Consumer Affairs, Food & Public Distribution, Department of Food & Public Distribution, from amongst the officers of the Central Government:-

- (a) (i) Holding analogous posts on regular basis; or
 (ii) With three years' regular service in posts in the Pay Band- 2 Rs. 9300-34,800/- with Grade Pay Rs. 4600/- (pre-revised scale of pay of Rs. 1640-2900/-) or equivalent; or
 (iii) With eight years' regular service in posts in Pay Band -2 Rs. 9300-34,800/- with Grade Pay of Rs.4200/- (pre-revised pay scale of Rs.1600-2660/-) or equivalent;

(The 'Departmental Junior Translator with 8 years' regular service in the grade shall also be considered and in case he is selected for appointment to the post, the same shall be treated as having been filled by promotion).

The Departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

(Period of deputation 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 shall ordinarily not exceed three years. The maximum age limit for appointment on deputation shall be not exceeding 56 years as on the closing date of receipt of applications).

(b) Possessing the educational qualifications and experience as under:-

- (1) (i) Master's Degree of a recognized University or equivalent in Hindi with English as a subject at the degree level.
 Or
 (ii) Master's degree of a recognized University or equivalent in English with Hindi as a subject at degree level. Or
 (iii) Master's degree of a recognized University or equivalent in any subject, with Hindi and English as a subject at degree level. Or
 (iv) Master's degree of a recognized University or equivalent in any subject with Hindi Medium and English as a subject at degree level. Or
 (v) Master's degree of a recognized University or equivalent in any subject with English medium and Hindi as a subject at degree level.

II. Five years experience of terminology work in Hindi and/ or translation from English medium to Hindi or vice versa preferably of technical or scientific literature. Or

Five years experience of teaching, research, writing or journalism in Hindi.

Desirable:

- i) Knowledge of Sanskrit and/ or of Modern Indian Language.
 (ii) Administrative experience.
 (iii) Experience of organizing Hindi classes or workshop for noting and drafting.

Note - 1:- Qualifications are relaxable at the discretion of Union Public Service Commission in case of candidates otherwise well qualified.

Note - 2:- The qualifications regarding experience are relaxable at the discretion of Union Public Service Commission in the case of candidate(s) belonging to Scheduled Castes and Scheduled Tribes if at any stage of selection, the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities, possessing the requisite experience, are not likely to be available to fill up the vacancy (ies) reserved for them.

2. The Headquarters of the post is at National Sugar Institute, Kanpur, Uttar Pradesh, but the officers selected will have the liability to serve anywhere in India.

3. Complete bio-data in the given Proforma (Annexure) along with the complete and up-to-date confidential reports/dossiers in original; vigilance clearance; integrity certificate; and statement of major/minor penalties imposed during the last ten years in respect of officers considered suitable for the post may please be sent to the Under Secretary (Sugar Admn.), Ministry of Consumer Affairs, Food & Public Distribution, Department of Food & Public Distribution, Room No.256, Krishi Bhawan, New Delhi-110001, within sixty days time from the date of publication of this advertisement. Unsigned/incomplete applications; applications not submitted through proper channel or those received after the last date shall not be considered.

T.K.Gulati

Under Secretary to the Govt. of India

1. Name and address (in Block letters)
Telephone No. & e-mail id:
2. Date of birth (in Christian era) :
3. Date of retirement under Central/State Government rules
4. Educational qualifications :
5. Whether educational and other qualifications required for the post are satisfied (if any qualification has been treated as equivalent to the one prescribed in the rules; state the authority for the same.)

Qualification/experience required	Qualifications/experience possessed by the officer
(i)	
(ii)	

6. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.
7. Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient:-

Office/Instt./ Orgn.	Post held and service cadre to which it belongs	From	To	Scale of pay Classification (Group) of post	Nature of duties
(1)	(2)	(3)	(4)	(5)	(6)

8. Nature of present post held
Whether held on:
 - (i) Ad hoc basis
 - (ii) Regular/or temporary basis
 - (iii) Permanent or quasi-permanent basis
 - (iv) Basic Pay drawn at present
9. In case the present employment is held on deputation/contract basis please state:
 - (a) The date of initial appointment
 - (b) Period of appointment on deputation/ contract
 - (c) Name of the parent office/organization you belong to
10. Additional details about present employment
Please state whether working under:-
 - a) Central Government
 - b) State Government.
 - c) Autonomous Organizations
 - d) Government Undertaking
 - e) Universities

11. 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.

12. Total emoluments per month now drawn.

13. 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.

14. Whether belongs to SC/ST?

15. Remarks

Date:

davp 08201/11/0009/1112

Countersigned
(Employer)

Signature of the candidate
Address.....

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