

GOVERNMENT OF INDIA  
CABINET SECRETARIAT

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Applications are invited from Indian citizens to fill up Six (06) vacancies (UR-03, OBC-01, SC-01 and ST-01) of Interpreter(Chinese Language), a Group-'B' Non-Gazetted (Non-Ministerial) post in a Department under Cabinet Secretariat on direct recruitment basis. **The post carries All India Transfer Liabilities**

2. The post carries Grade Pay of Rs. 4800/- in Pay Band-2 (Rs 9,300/- to 34800/-) with other allowances as admissible to Central Government employees of equivalent grade. The post also carries Special Allowance of 15% of the basic Pay per month.

3. The eligibility conditions for the post are as under:-

Age	Education Qualification
<p>Between 20 to 28 years as on last date of receipt of applications and relaxable as under:-</p> <p>i) No relaxation for UR Candidates.</p> <p>ii) 5 years for SC/ST Candidates and 03 years for OBC Candidates.</p> <p>iii) 5 years for Central Govt. Servants UR category provided they have rendered a minimum of 3 years continuous service in the Central Government Offices/Departments as on the closing date of receipt of application.</p> <p>iv) 10 years for Central Govt. Servants SC/ST category and 8 years for Central Govt. Servants of OBC Category provided they have rendered a minimum of 3 years continuous service in the Central Government Offices/Departments as on the closing date of receipt of application.</p> <p>v) 5 years for J&amp;K Migrants, who have ordinarily been domiciled in the of J&amp;K during the period from 1.1.1980 to 31.12.1989</p> <p>vi) For Ex-Serviceman UR Category:-3 years plus the military service rendered as on closing date.</p> <p>vii) For Ex-Serviceman SC/ST Category:-8 years plus the military service rendered as on closing date</p> <p>viii) For Ex-Serviceman OBC Category:-6 years plus the military service rendered as on closing date</p>	<p>Bachelor's Degree in Chinese Language from a recognised University or Institute.</p> <p style="text-align: center;">'OR'</p> <p>Bachelor's Degree with Diploma in Chinese Language from a recognised University or Institution.</p>

Note : The crucial date for determining the age limit shall be the closing date for receipt of applications and not the closing date prescribed for North-Eastern Regions, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, the Union territory of Andaman and Nicobar Island or the Union Territory of Lakshadweep.

4. Scheme of examination for the post of **Interpreter** comprises of Written Test of 3 hours duration for 100 marks and Test of Verbal Proficiency & Interpretation Skill for 20 marks. Written Examination comprises of the following:

**Written Examination**

Essay & Letter in the concerned language, Translation of the language para to English, Translation of English para to language, Translation of language sentence to English, Translation of English sentence to language, Fill in the blanks, Make sentence and Write name in the concerned language.

5. Last date of receipt of application : 30 days from the date of publication of this advertisement in the Employment News. (Closing date for the candidates from North-Eastern Regions, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, the Union territory of Andaman and Nicobar Island or the Union Territory of Lakshadweep will be 45 days from the date of publication of the advertisement in the Employment News)

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6. Candidates should possess the prescribed educational qualification as on the closing date.
7. Only selected candidates would be informed of their selection in due course after the selection process and no correspondence on the subject shall be entertained.
8. The organisation will not be responsible for late/non receipt of call letters for Written Examination/Verbal Proficiency Test due to delay in postal channel.
9. Eligible candidates may apply by ordinary post to **Joint Deputy Director(Pers-A), Post Bag No.-3003, Lodhi Road Post Office, New Delhi – 110 003** within 30 days from the date of publication of the advertisement which would also be the crucial date for determining of age limit. Applications received after closing date will not be entertained. Application should be filled as per the format given below in **“CAPITAL LETTERS”** & may be sent along with two copies of recent passport size self attested photograph in addition to the one affixed on the application in the space provided along with attested photocopies of supporting documents like educational qualifications, mark sheet, age Proof, Caste Certificate etc . Central Govt. servants applying for the above post should forward their applications “through proper channel” and should enclose “No Objection Certificate” obtained from their Head of Office/Deptt./ Ministry. Candidates are advised to mention the name of the post for which they are applying on the right hand top of the envelope. **Applications unsigned, not filled correctly/ completely are liable to be rejected and the onus of such rejection would be on the candidate and no correspondence will be entertained by the Department.**

[N:B-I:- Department reserves the right to revise/cancel the examination and/or the notification on administrative grounds arising due to unforeseen conditions or otherwise]

[N:B-II:- The Organisation reserves the right to increase/decrease the number of vacancies depending on requirement and assessment.]

**APPLICATION FOR THE POST OF INTERPRETER (CHINESE)**

1. Full name in Capital : .....
2. Father's Name: .....
3. Sex (write 'M' for Male & 'F' for Female) : .....
4. Category(UR/OBC/SC/ST) : .....
5. Nationality : ..... 6. Religion: .....
7. Marital Status (Single/ Married) : .....
- If married - a)Religion of Spouse :..... b) Nationality of Spouse : .....
8. (i) Date of Birth : .....  
(attach Self attested photocopy of age proof)
- (ii) Age as on last date of receipt of application :.....Years.....Months.....Days
9. Is any age relaxation being claimed (write 'YES' or 'NO'):.....  
[ If 'YES' mention category under which relaxation is being claimed (OBC/SC/ST/Ex-serviceman/Central Govt. Employees/J&K Migrant)]
10. Educational Qualification (attach self attested photocopies of certificates & mark sheets) :-

**Affix your recent passport size self attested photograph**

Exam/ Degree passed (10 <sup>th</sup> onwards)	Board/ Univ.	Year of passing	Duration of the Degree/ Diploma	Subjects Studied	Aggregate marks with percentage	

11. Present Postal Address :

STATE		PIN					

12. Permanent Address

STATE		PIN					

13. Telephone/ Mobile Number (if any) : .....
14. E-mail address (if any) ; .....
15. Details of Working Experience (With Proof) :-

Office/ Institution/ Organization	Post Held	Adhoc/ Regular/ Temp./Pmt.	Exact date to be given		Scale of Pay	Nature of Duties
			From	To		

16. Details of enclosures: .....

DECLARATION

I hereby declare that:-

- a) I fulfill the eligibility conditions for the post applied for.
- b) I have not submitted any other application in response to the same advertisement. I also declare that all information furnished in this application are true and correct to the best of my knowledge and belief and in the event of information or part thereof being found false or incorrect at any stage, my candidature/ appointment is liable to be cancelled/ terminated without any notice and action can be taken against me.

I also declare that I am applying for the post through proper channel i.e the application form is duly forwarded by Head of Office/ Deptt/ Ministry (applicable for Government employees only).

Date : .....

Place : .....

Signature of the Candidate

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