



सुपारा आर मसाला विकास निदेशालय
**Directorate of Arecanut and
Spices Development**

कृषि एवं किसान कल्याण मंत्रालय/Ministry of Agriculture & Farmers Welfare
कृषि एवं किसान कल्याण विभाग/Department of Agriculture & Farmers Welfare
कालिकट /Calicut 673 005 केरल/Kerala

F. No.2/49/2024-Estt.

Dated 10-10-2024

Sub:-Filling up of the vacancy of Junior Translation Officer in the Directorate of Arecanut and Spices Development by Deputation / Absorption.

It is proposed to fill up a vacancy of **Junior Translation Officer** in the Directorate of Arecanut and Spices Development, Calicut, a subordinate office of Ministry of Agriculture & Farmers Welfare (Department of Agriculture & Farmers Welfare), Government of India. The vacancy is in the pay scale of Rs.9,300 - 34,800/- PB-2 with Grade Pay of Rs.4200/- (pre-revised), Pay Matrix Level 6 (Revised as per 7th CPC) and the vacancy is a GCS, Group B, Non-Gazetted, Non-Ministerial post. The headquarters is at Calicut. The vacancy is to be filled by Deputation/Absorption from amongst officers of the Central or State Government or Union Territory Administrations. -

(A) (I) holding analogous post on regular basis in the parent cadre or department; or

(II) With six years' service in the grade rendered after appointment thereto on a regular basis in posts in pay band-I, Rs.5200-20200 plus grade pay of Rs.2800 (pre-revised) or equivalent in the parent cadre or department; and

(B) Possessing the following educational qualifications and experience:

(I) Master Degree of a recognised university in Hindi with English as a compulsory or elective subject or as the medium of examination at degree level or

(II) Master Degree of a recognised university in English with Hindi as a compulsory or elective subject or as the medium of examination at degree level or

(III) Master Degree of a recognised university in any subject other than Hindi or English with Hindi medium and English as a compulsory or elective subject or as the medium of examination at degree level or

(IV) Master Degree of a recognised university in any subject other than Hindi or English with English medium and Hindi as a compulsory or elective subject or as the medium of examination at degree level or

(V) Master Degree of a recognised university in any subject other than Hindi or English with Hindi and English as a compulsory or elective subject or either of the two as a medium of examination and then other as a compulsory or elective subject at degree level and

(VI) Recognized Diploma or 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 or State Government office, including Government of India

Proforma of application for deputation

- Name and address (in Block Letters):
Date of Birth (in Christian era):
Date of retirement under Central Govt. rules:
Educational Qualifications:
Whether eligibility conditions are fulfilled:
Details of employment, in chronological order.
Enclose a separate sheet duly authenticated under your signatures, if the space below is insufficient.
Nature of present employment i.e. permanent/temporary/ad hoc.
In case the present employment is on deputation/contract basis, please state
) The date of initial appointment:
) Period of appointment on deputation/contract:
) Name of the parent office/organization to which you belong:
. Additional details about present employment.
0. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.
 1. Are you in the revised scale of pay? If yes, give the date from which the revision took place and also indicate the Pre-revised scale of pay:
 2. Total emoluments per month now drawn:
 3. Additional information, if any, which you would like to mention in support of your suitability for

the post. (This among other things may provide information with regard to

- (i) Additional academic qualifications:
- (ii) Work experience over and above prescribed in the Vacancy Circular/ Advertisement:

14. Whether belongs to SC/ST/OBC/PwD:

15. Remarks

I have carefully gone through the vacancy circular/advertisement and I am well aware that the application duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the candidate

Official Address:

Countersigned

(Employer with seal)

Certificate

1. Certified that the particulars furnished by Shri/Smt/Kum _____ have been verified from his/her service record and found correct.
2. No vigilance case is either pending or contemplated _____ against Shri/Smt/Kum _____ His/her integrity is certified.
3. No major/minor penalty was imposed on Shri/Smt./Kum _____ during the last 10 years as per records in the Ministry/ Department.

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