

राष्ट्रीय इलेक्ट्रॉनिकी एवं सूचना प्रौद्योगिकी संस्थान (रा.इ.सू.प्रौ.सं.)  
**National Institute of Electronics and Information Technology (NIELIT)**

(An ISO 9001 : 2008 Certified Organisation)

इलेक्ट्रॉनिकी और सूचना प्रौद्योगिकी मंत्रालय, भारत सरकार  
Ministry of Electronics and Information Technology, Government of India

Ref.No.DOEACC/CCU/Hindi/07/08/753

Dated: 28<sup>th</sup> June, 2019

**NOTIFICATION**

Based on the directions of Department of Official Language, Ministry of Home Affairs as forwarded by MeitY, the Competent Authority in NIELIT has approved revision in Recruitment Rules (Annexed) for the post of Junior Translation Officer (JTO) [earlier Junior Hindi Translator].



**[Janak Raj]**  
Registrar

Encl. – Revised Recruitment Rules for the post of Junior Translation Officer in NIELIT.

**National Institute of Electronics and Information Technology (NIELIT)**

Name of Post	Number of Posts	Classification	Level in the Pay Matrix	Whether Selection or Non-Selection	Age Limit for direct recruitment	Educational and other qualifications required for direct recruitments	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees
01	02	03	04	05	06	07	08
<b>Junior Translation Officer (JTO)</b>	01 (2008)	Group 'C'	Revised Pay Matrix as per 7CPC: Level-06, Rs. 35400-Rs. 112400	Not Applicable	28 Years (Relaxation as per Govt. rules)	<p><b>Essential</b> Possessing Master's Degree of a recognized University or equivalent in Hindi with English as a subject at the degree level.</p> <p align="center">OR</p> <p>Master's degree of a recognized University or equivalent in English with Hindi as a subject at the degree level.</p> <p align="center">OR</p> <p>Master's degree of a recognized University or equivalent in any subject with Hindi and English as subject at the degree level.</p> <p align="center">OR</p> <p>Master's degree of a recognized University or equivalent in any subject with Hindi medium and English as a subject at the degree level.</p> <p align="center">OR</p> <p>Master's degree of a recognized University or equivalent in any subject with English medium and Hindi as a subject at degree level.</p> <p><b>Desirable</b> i) Recognized Diploma or Certificate course in translation from English to Hindi and vice-versa.</p> <p align="center">OR</p> <p>Two years experience in translation from English to Hindi and vice-versa in Central or State Government offices including Govt. organizations.</p> <p>ii) Knowledge of operating Hindi application software packages on computer.</p>	Not applicable

  
20/6/19

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Period of probation, if any	Methods of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of posts to be filled by various methods.	In case of recruitment by promotion/deputation/transfer to be made	If a Departmental promotion Committee exists, what is its composition	Circumstances in which Union Public/Service Commission to be consulted in making Recruitment.
09	10	11	12	13
One year	Direct Recruitment on term contract basis failing which by deputation	For deputation Holding analogous post on regular basis in the parent cadre in Central/State Govt. Deptt., PSUs/Autonomous Bodies.	<p>Composition of Selection Committee:</p> <ul style="list-style-type: none"> <li>- Executive Director (HQ)/ : Chairman Director (Centre)</li> <li>- Joint Director (Hindi), DIT : Member</li> <li>- Registrar : Member</li> <li>- Two outside experts : Member not below the rank of Under Secretary in Govt. of India</li> </ul> <p>Screening Committee: Any two members from the above composition.</p>	Not applicable

  
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