



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(An autonomous Institute under the aegis of Ministry of Education (Shiksha Mantralaya), Govt. of India
Plot No. FA7, Zone P1, GT Karnal Road, Delhi-110036, INDIA

दूरभाष/Tele: +9111-33861000, 1001, 1005, वेबसाइट/Website: www.nitdelhi.ac.in

F. No.: NITD/01/Admn/543/2024-25

Dated: 09.12.2024

ADVT. NO.: 19/2024

The National Institute of Technology Delhi (NITD) was established in the year of 2010 by an Act of Parliament as an Institute of National importance by the Government of India under the aegis of the Ministry of Education, Govt. of India.

The Institute invites applications from suitably qualified, dynamic, result-oriented and dedicated Indian citizens for “**Junior Translator (Hindi)**”, on a contract basis initially for a period of one year and shall be extendable up to 3 years only.

THE LAST DATE OF FILL THE ONLINE APPLICATION FORM IS 31.12.2024 UP TO 05:00 PM ONLY.

Name of the Post	Junior Translator (Hindi) (On Contract Basis)
No. of Post	01
Age Limit	Not more than 40 years as on the date of closing of the application.
Nature of Job	Contractual Basis.
Eligibility	<p>Essential Qualification:</p> <ol style="list-style-type: none">(1) Master's degree of a recognized university or equivalent in Hindi or English with English or Hindi as a compulsory or elective subject or as a medium of examination at the degree level; <p style="text-align: center;">OR</p> <ol style="list-style-type: none">(2) Master's degree of a recognized University or equivalent in any subject other than Hindi or English, with Hindi or English medium and English or Hindi as a compulsory or elective subject or as a medium of examination at the degree level; <p style="text-align: center;">OR</p> <ol style="list-style-type: none">(3) Master's degree of a recognized University or equivalent in any subject other than Hindi or English, with Hindi and English as a compulsory or elective subjects of either or the two as the medium of examination and the other as a compulsory or elective subject at degree level; <p style="text-align: center;">AND</p> <p>Recognised Diploma or Certificate course in translation from Hindi to English & vice versa or two years' experience of translation work from Hindi to English and vice-versa in Central or State government offices, including Government of India undertaking.</p> <p>Desirable:</p> <ol style="list-style-type: none">(i) Knowledge at the level of Matriculation of a recognised Board of equivalent of one of the languages other than Hindi mentioned in the Eighth Schedule of the Constitution.(ii) 1 year experience in translation work from Hindi to English and vice versa.

	(iii) Proficiency in computer operation and knowledge in relevant Office packages (Eg: Processing of word/Excel in Hindi and English etc.)
Job Requirements	<p>(1) To assist in the implementation of the Official Language policy of Government of India.</p> <p>(2) To translate official correspondences/ Scientific literature/ documents/ records etc. from English to Hindi and vice-versa.</p> <p>(3) To assist in preparation of/ submit reports & returns.</p> <p>(4) Any other work as may be assigned by Higher Authorities from time to time.</p>
Pay	A consolidated remuneration of Rs. 35,400/- per month would be given as per institute norms based on the experience and skills of the candidate.
Duration of Engagement	The engagement shall be initially for a period of one year, which may be renewed subject to the satisfaction of the Competent Authority on annual basis up to a maximum of 03 Years.
Leave	As applicable.
Selection Procedure	The engagement shall be purely on contract basis. Applications in response to this advertisement shall be shortlisted based on qualifications & experience of applicant(s) and shall be selected from shortlisted candidate(s) based on Written Test/Proficiency Test/Computer Literacy Test/Interaction.
Google Form Link	Online application may be submitted using Google Form: https://forms.gle/Bupn73FP5rEFHiVb9
General Conditions	<ol style="list-style-type: none"> 1. Mere submission of application will not entail right for claiming appointment. 2. All qualification should be from Indian universities or Institutes recognized by appropriate statutory authorities. 3. Applicants having work experience in private sector organization are required to submit an experience certificate on the letterhead of the company having details of the company. 4. If the information furnished by the candidate in any part is found to be false or incomplete or is not found to be in conformity with the eligibility criteria mentioned in the advertisement, candidature/appointment will be considered as revoked/terminated at any stage of process or after appointment, without any reference given to the candidate. 5. All correspondence to the candidates will be made via e-mail ID provided by the candidates in the application form. No other mode of communication will be adopted. 6. All candidates are required to go through the detailed advertisement carefully to clear all doubts/queries. 7. Candidates are advised to keep visiting the Institute Website for any updates, Link: https://nitdelhi.ac.in/home/ 8. Canvassing in any form will disqualify the candidature.

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Registrar (I/c)