

Government of India  
Ministry of Fisheries, Animal Husbandry and Dairying  
Department of Fisheries

Vacancy Notification

The Director General, Fishery Survey of India (Ministry of Fisheries, Animal Husbandry & Dairying, Deptt. of Fisheries), Mumbai invites applications to fill up one (01) post of **Jr. Hindi Translator** (Now, re-designated as Jr. Translation Officer) (Group 'B' Non- Gazetted, Ministerial) in the Level-6 ; Rs. 35400-112400/- in the Pay Matrix in Fishery Survey of India, on deputation basis (including short term contract)/ absorption for a period of **3 years** from the Officers under the Central Government.

(a) **1.** Persons holding analogous post

**2.** Persons holding post in the pay scale of Rs. 4500-7000/- (Level-5 Rs. 29200-92300/- in 7th CPC) or equivalent with 3 years of regular service in the grade possessing educational qualification as mentioned below.

Those in the pay scale of Rs 4000-6000/- or equivalent with 08 years regular service in the grade possessing educational qualification as mentioned below (period of deputation not exceeding ordinarily three years)

(b) Departmental candidates selected for deputation may be absorbed after the period of three years. If found eligible for absorption subject to availability of vacancies.

**Educational qualification**

**1.** Master's degree of a recognized University in Hindi/English with English/Hindi as a compulsory/elective subject or as medium of examination at degree level. OR

**2.** Master's degree of a recognized University in any subject other than Hindi/English, with Hindi/ and English as compulsory/elective subject or either of the two as medium of examination and the other as a compulsory / elective subject at degree level.

OR

**3.** Master's degree of a recognized University in any subject other than Hindi/ English; with Hindi/English medium and English / Hindi as a compulsory / elective subject or a medium of examination at degree level. OR

**4.** Bachelor's degree of recognized University with Hindi and English as compulsory / elective subject or either of the two as medium of examination and the other as a compulsory/elective subject plus a recognized Diploma/ Certificate Course in Translation from Hindi to English and vice versa in or two years experience of translator work from Hindi to English and vice versa Central/ State Government Offices including Government of India Undertakings.

**5. Duties and Responsibilities in brief:**

**1.** Providing assistance in implementation of official language.

**2.** Translation work including translation of Bulletins etc.

Applications in the given proforma (in duplicate) may be submitted by the eligible Officials through proper channel to the **Director General, Fishery Survey of India, 2nd Floor, Plot No. 2A, Unit No. 12, New Fishing Harbour, Sassoon Dock, Colaba, Mumbai - 400 005, within a period of 60 days from the date of publication of this advertisement.** The Ministry / Department/ Competent Authority/Forwarding Authority concerned may ensure dispatch of the ACRs/ APARs of the Applicant(s) for the preceding 5 years alongwith Integrity and Vigilance Clearance certificates and the certificate of major/minor penalty imposed during the last 10 years, while forwarding the applications. The Head of Office may also kindly certify to the effect that the particulars furnished by the candidate(s) have been verified and found correct.

Applications received after the due date or without ACRs/ APARs or otherwise found incomplete will not be considered.

**APPLICATION FOR THE POST OF JR. TRANSLATION OFFICER  
ON DEPUTATION**

1. Name and address in Block letters
2. Date of Birth (in Christian era)
3. Date of entry into Govt. service and date of retirement
4. Educational qualifications

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)

Qualifications/Experience required		Qualifications/Experience possessed by the officer
Essential	(1) (2)	
Desired	(1) (2)	

5. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.

6. Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient

Office/ Institute/ Organi- sation	Post held	From	To	Scale of pay and basic pay	Nature of Appointment i.e. whether regular/ adhoc/deputation	Nature of duties

7. Name of the post held substantively, if any, and the scale of pay thereof

8. Present pay and date from which it is drawn (scale in which drawn also to be indicated)

9. Additional details about present employment. Please state whether working under-

- (a) Central Government
- (b) State Government
- (c) Autonomous Organizations
- (d) Government Undertakings
- (e) Universities

10. 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

11. Whether the officer satisfied all the conditions prescribed: For the post viz qualification, experience and service in analogous posts

12. Remarks, if any

Date:

SIGNATURE OF THE CANDIDATE

Countersigned .....

Address .....

**CERTIFICATE TO BE GIVEN BY THE EMPLOYER WHILE  
FORWARDING THE APPLICATION**

Certified that the particulars furnished above by Shri/Smt/Kum .....designation..... have been verified from the service records and found correct. It is also certified that no vigilance case is pending or contemplated against Shri/Smt/Kum and his/her integrity is beyond doubt. Character Roll for the last 5 years is enclosed. It is also certified that no major or minor penalty has been imposed on the above officer during the last 10 years of service.

**Signature of the employing authority  
With stamp and date**

**EN 29/26**