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PART  
टेलिफोन : २२८१ १२६२ / २२८१ १४२९  
न  
तार : वायदायोग कालबादेवी  
फैक्स : २२८१ २०८६

भारत सरकार  
GOVERNMENT OF INDIA  
वायदा बाज़ार आयोग

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FORWARD MARKETS COMMISSION  
उपभोक्ता मामले, खाद्य और सार्वजनिक वितरण मंत्रालय  
MINISTRY OF CONSUMER AFFAIRS, FOOD AND PUBLIC DISTRIBUTION  
(उपभोक्ता मामले विभाग)  
(DEPARTMENT OF CONSUMER AFFAIRS)

'EVEREST', 3<sup>RD</sup> FLOOR  
१००, मरीन ड्राईव, मुंबई - ४०० ००२.  
100, MARINE DRIVE, MUMBAI - 400 002.

No.A.13011(14)/2006-Adm.I.

Dated the 25<sup>th</sup> November, 2009.

To:

The Chief Secretary  
General Administration Department  
Government of Kerala  
TRIVANANTHAPURAM



Sub: Filling up the two (2) post of Junior Hindi Translators, in the scale Of Rs.5000-150-8000 (Pre-revised) on deputation basis.

Sir,

The Office of the Forward Markets Commission, Mumbai working under Ministry of Consumer Affairs, Food and Public Distribution, Department of Consumer Affairs, New Delhi proposes to fill up two (2) vacancies of Junior Hindi Translators, in the scale of pay of Rs.5000-150-8000 (revised Pay Band Rs.9300-34800 Plus Grade Pay Rs.4200/-) by transfer on Deputation(including short-term contract)/absorption from other offices as per the eligibility criteria mentioned below:

Officers under the Central Government/ State Government/ Union Territories/ Public Sector Undertakings/ Semi Government or Autonomous or Statutory bodies.

- (a) (i) holding analogous posts on regular basis in the parent cadre/ Department or
- (ii) with three years regular service in the post in the scale of pay of Rs.4500-7000 (Pre-revised); or equivalent; or

(iii) with five years regular service in the post of Stenographer Grade III and Upper Division Clerk in the scale of pay of Rs.4000-100-6000 (Pre-revised); or equivalent; and

(b) possessing the educational qualifications and experience etc. laid down for direct recruits in column 8 as shown below;

Essential:

Master's Degree of a recognised University in Hindi/English with English/ Hindi as a compulsory/ elective subject or English/ Hindi as medium of examination at degree level;

Or

Master's Degree of a recognised University in any subject other than Hindi/ English with Hindi and English as compulsory/ elective subjects or either of the two as medium of examination and the other as a compulsory/ elective subject at degree level;

Or

Master's Degree of a recognised University in any subject other than Hindi/ English with Hindi/ English medium and Hindi/ English as compulsory/ elective subjects or either of the two as medium of examination and the other as a compulsory/ elective subject at degree level;

Or

Bachelor's Degree of a recognised University with Hindi/ and English as compulsory/ elective subjects 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 or two years experience of translation work from Hindi to English and vice-versa in offices of the Central/ State Government/ Union Territories including that of Government of India Undertakings or Semi Government or Autonomous or Statutory bodies.

Desirable :

Preference shall be given to the candidates who are having.-

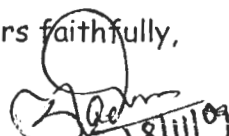
- (i) Knowledge of Sanskrit and a modern or an Indian Language.
- (ii) Administrative experience.
- (iii) Experience of organizing Hindi classes or workshops for noting and drafting,
- (iv) Bachelor/ Master's degree in Economics.
- (v) Knowledge of Computer Operations in Ms Office, Internet etc.

Note:

- (i) Departmental officers in the feeder category, who are in the direct line of promotion, will not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be eligible for consideration for appointment by promotion;
- (ii) Period of deputation (including short-term contract) including the period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organization / department of the Central Government shall ordinarily not exceed three years.)
- (iii) The maximum age limit for appointment on deputation (including short-term contract) shall not exceeding 56 years as on the closing date of receipt of application.

The deputation period is normally for three years. The Circular may be given wide publicity in the offices under your control and the applications of the persons eligible and willing to serve on Deputation(including short-term contract)/absorption and can be spared in case of their selection may be forwarded in proforma given in Annexure-I. It is requested that the applications completed in all respect may please be sent to this office on or before 31<sup>st</sup> December, 2009 with CR dossiers for the last three years and Vigilance Clearance Certificate in respect of these officials.

Yours faithfully,

  
( Madhur Verma )  
Assistant Secretary

Encl: a/a.

BIO-DATA PROFORMA

1. Name and Address in block Letters
2. Date of Birth (in Christian Era)
3. Date of retirement under  
Central Government Rules
4. Educational Qualifications
5. Details of employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Instt./ Organization	Post held	From	To	Scale of pay and last basis pay	Nature of duties

6. Nature of present employment  
i.e. whether ad-hoc or temporary  
or quasi-permanent or permanent
7. Whether belongs to SC/ST

(Signature of Candidate)

Date

**CERTIFICATE**

- (1) Certified that he particulars of the officer has been verified and found to be correct.
- (2) It is certified that no disciplinary proceedings are either pending and/ or contemplated against the officer. Integrity of the officer is also certified.

(SIGNATURE OF THE HEAD OF THE DEPARTMENT WITH STAMP)