

Most Immediate

No. A-50011/4/2019-D(Est.1/Gp.II)
Government of India
Ministry of Defence

Room No. 320, 'B' Wing,
Sena Bhawan, New Delhi-10 105,
Dated 12th February, 2020

CIRCULAR

It is proposed to engage 05(five) Consultant(Translators) in Ministry of Defence(Sectt.) purely on temporary basis. Applications are invited from retired Junior Translator/Senior Translator/Assistant Director/Deputy Director in the prescribed proforma(Annexure-I) as per the details mentioned below. Officials retired from Ministry of Defence will be given preference.

1.	Name of the post	Consultant(Translator) in Ministry of Defence (Sectt.)
2.	Period of Consultancy	Engagement shall initially be for a period of one year and may be extended depending on requirement and the same may be terminated at any time.
3.	Nature of work	Translation work of the Ministry
4.	Eligibility conditions	Must have retired from Government service as Junior Translation Officer, Senior Translation Officer, Assistant Director, Deputy Director & Joint Director. Should be less than 65 years of age having experience of translation. Applicant should have basic knowledge of computers.
5.	Consultancy fee	Personnel engaged will be paid fixed monthly remuneration of Rs. 35,000/-. No other allowances shall be admissible. They will only be entitled for 8 casual leaves on prorata basis in a calendar year.
6.	How to apply	Willing and eligible candidates may forward the applications to Under Secretary(Gp.II), Room No. 320, 'B' Wing, Sena Bhawan, New Delhi.

The last date to apply for the post has been extended upto 11th March, 2020. Applications received after due date or incomplete or without necessary documents will not be entertained.

b.ch. Gulm
12/02/2020
(Phani Tulasi K. Ch.)

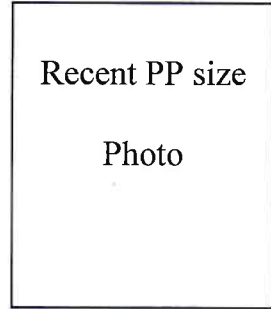
Under Secretary to the Government of India
Tel.: 23012538

To,

- 1) D(IT/NIC), MoD - with the request to upload this circular on the website of MoD.

Annexure-I

Application form for the post of Consultant(Translator) in Ministry of Defence



1. Name:
2. Date of Birth:
3. Gender:
4. Educations qualification:
5. Mobile no.:
6. Email-ID:
7. Aadhar no. and PAN no(enclose photocopy):
8. Pension Payment Order No(enclose photocopy):
9. Address(enclose photocopy):

10. Date of Superannuation:

11. Details of experience:

Post held	From	To	Subject handled (in brief)

12. Languages known:
13. Details of knowledge in computer:
14. Working knowledge of Translation:
15. Any other information:

I certify that the information furnished above to be true and correct to the best of my knowledge and belief.

Dated

(Signature of candidate)