

IN MINISTRY/DEPTT. OF

RECRUITMENT RULES FOR THE POST OF HINDI OFFICER IN SUBORDINATE
OFFICES OF GOVERNMENT OF INDIA/UNION TERRITORIES.

Name of post	No. of Post	Classification	Scale of Pay	Whether Selection Post or non-Selection Post	Age limit for direct recruits	Whether benefit of added years of Service admissible under rule 30 of the C.C.S. (Pension) Rules, 1972
(1)	(2)	(3)	(4)	(5)	(6)	(6a)
Hindi Officer	*	General Central Service Group 'B' Gazetted Ministerial	2000-60-2300- EB-75-3200-100- 3500	Selection (if promotion is one of the methods of recruitment otherwise 'Not Applicable')	Not exceeding 35 years (Relaxable for Govt. servants by 5 years in accordance with the instructions issued by the Central Govt.) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (other than those in Andaman & Nicobar Islands and Lakshadweep).	No

*(NOTE : In this Col. number of posts may be indicated. The relevant year may be shown in brackets along with the *note subject to variation dependent upon workload).

Educational and other qualifications required for direct recruits	Whether age and educational qualifications prescribed for direct recruits will apply in the case of Promotees	Period of probation, if any	Method of rectt. Whether by direct rectt. or by promotion or by deputation/transfer & percentage of the vacancies to be filled by various methods.
(7)	(8)	(9)	(10)
<p>Essential</p> <p>(i) Master's degree of a recognised University or equivalent in Hindi with English as a subject at the degree level.</p> <p style="text-align: center;">OR</p> <p>Master's degree of a recognised University or equivalent in English with Hindi as a subject at the degree level.</p> <p style="text-align: center;">OR</p> <p>Master's degree of a recognised University or equivalent in any subject with Hindi and English as a subject at the degree level.</p> <p style="text-align: center;">OR</p> <p>Master's degree of a recognised University or equivalent in any subject with Hindi medium and English as a subject at the degree level.</p> <p style="text-align: center;">OR</p> <p>Master's degree of a recognised University or equivalent in any subject with English medium and Hindi as a subject at the degree level.</p> <p style="text-align: center;">OR</p> <p>5 years' experience of terminological work in Hindi and/or Translation work from English to Hindi or <i>vica-versa</i>, preferably of technical or scientific literature.</p> <p style="text-align: center;">OR</p> <p>5 years' experience of teaching, research, writing or journalism in Hindi.</p>	<p>No (if promotion is one of the methods of recruitment otherwise Not-Applicable).</p>	<p>2 yrs. (if promotion and/or direct recruitment are the methods of recruitment; otherwise Not Applicable).</p>	<p>Promotion (if posts of Senior Translator Junior Translator are available in the Department) failing which by transfer on deputation or direct recruitment (according to requirement).</p>
<p>Note: 1. Qualifications are relaxable at the discretion of the U.P.S.C. in case of candidates otherwise well qualified.</p>			

Note 2:—The qualifications regarding experience is/are relaxable at the discretion of the U.P.S.C. in the case of candidates belonging to scheduled castes and Scheduled Tribes if, at any stage of selection the U.P.S.C. is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.

Desirable:

- (i) Knowledge of Sanskrit and/or a modern Indian Language.
 - (ii) Administrative experience.
 - (iii) Experience of organising Hindi classes or workshops for noting and drafting.
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In case of rectt. by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made	If a DPC exists, what is its composition	Circumstances in which U.P.S.C. is to be consulted in making rectt.
11	12	13
<p>Promotion: Senior Translator/Junior Translator with 3/8 years' regular service in the grade (qualifying service to be according to norms laid down in the guidelines).</p> <p>Transfer on deputation Officers from the Central/State Govts.— (a)(i) holding analogous posts, (ii) with 3 years' service or in posts in the scale of Rs. 1640-2900 or equivalent; or (iii) with 8 years' service in posts in the scale of Rs. 1400-2300/2600 or equivalent, and (b) possessing the educational qualifications and experience laid down for direct recruits under Col. 7.</p> <p>(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same Organisation/Department shall ordinarily not exceed 3 years).</p>	<p>Group 'B' DPC (The composition may be given).</p> <p>Note:—The proceedings of the D.P.C. relating to confirmation of a direct recruit shall be sent to the Commission for approval. If, however, these are not approved by the Commission, a fresh meeting of the DPC to be presided over by the Chairman or a Member of the UPSC shall be held.</p>	<p>Consultation with the UPSC is necessary while making direct recruitment and selecting an officer for appointment on deputation.</p>