



## जवाहरलाल नेहरू उन्नत वैज्ञानिक अनुसंधान केंद्र

जवकूर, बेंगलुरु - 560064 कर्नाटक, भारत

विज्ञान एवं प्रौद्योगिकी विभाग, भारत सरकार के अधीन एक स्वायत्त संस्थान  
सम विश्वविद्यालय संस्थान

### Jawaharlal Nehru Centre For Advanced Scientific Research

Jakkur, Bengaluru - 560064 Karnataka, INDIA

An autonomous institution under Department of Science and Technology, Govt. of India.

An Institution Deemed-to-be-University

JNC/AO/Advt. No. 08-

October 27, 2021

Jawaharlal Nehru Centre for Advanced Scientific Research (JNCASR) is a premier research institution categorized as Deemed to be University under the Department of Science and Technology (DST), Government of India. The institution has drawn the worldwide attention for its achievements in the advanced areas of science & technology.

Applications are invited from well-qualified and skilled candidates for the position of “Junior Hindi Translator cum Typist” on contract basis for a period of one year (renewable). The details regarding the eligibility, remuneration, etc along with the application and selection procedure is given below:

#### Eligibility Criteria:

1. 60% marks in M.A. Hindi/English with Hindi as a compulsory/elective subject or either of the two as medium of examination at Degree level from a recognized University.
2. 1 year experience in translation work from Hindi to English, Hindi to Kannada and vice versa.
3. Proficiency in computer operation and knowledge in relevant Office packages (Eg: Processing of word/Excel in Hindi and English etc.)

#### Remuneration:

Remuneration of Rs.31,000/- per month would be given as per institute norms based on the experience and skills of the candidate.

#### Age:

Upper age limit of 40 years as on 30.11.2021.

#### Selection Criteria:

Applications will be screened and shortlisted based on the advertisement criteria and profiles of the candidates. Only shortlisted candidates will be called for further evaluation.

In case, required number of fully qualified candidates are not selected, meritorious candidates with requisite qualification but less experience may also be considered with a lesser remuneration.

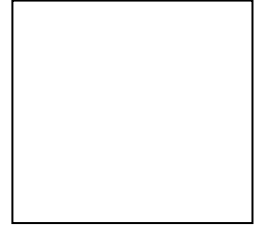
#### How to Apply:

Filled application, CV and attested copies of documents pertaining to educational qualification and previous experience should be sent through email with the subject line stating Application for the position of Junior Hindi Translator cum Typist to [hindi@jncasr.ac.in](mailto:hindi@jncasr.ac.in) on or before 30.11.2021. Originals will be verified on joining the Centre.

**General Conditions:**

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 Organizations are required to submit an experience certificate on the letter head 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 recruitment process or after recruitment, without any reference given to the candidate.
5. All correspondence to the candidates will be made via e-mail id provided by the candidate in the application form. No other mode of communication will be adopted.
6. All candidates are requested to go through the detailed advertisement carefully to clear all doubts/queries.
7. Any corrigendum/Addendum/errata in respect of the above advertisement shall be made available only on our official website [www.jncasr.ac.in](http://www.jncasr.ac.in). No press advertisement will be given. Hence, prospective applicants are advised to visit JNCASR website regularly for the above purpose.
8. Canvassing in any form will disqualify the candidature.

**Annexure – A**



**APPLICATION FOR THE POST OF JUNIOR HINDI TRANSLATOR CUM  
TYPIST ON CONTRACT BASIS**

1. Name of the Candidate (in Block letters) :
2. Father's/Spouse Name :
3. Date of Birth :
4. Permanent Address :
5. Correspondence Address :
6. E-mail & Mobile Number :
7. Details of Education Qualification from matriculation onwards (Enclose a separate sheet duly authenticated by your signature if the space below is insufficient)

Sl. No.	Examination Passed	Year of Passing	Name of College/Institute	University/Board	% of Marks/Division

8. Details of experience (in chronological order). Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Sl. No.	Organization	Designation	Period of service	Scale of Pay	Last pay drawn basic pay & Gross emoluments	Nature of duties.

9. Details of Computer knowledge

10. Languages known (Speak, Read & Write)

11. Additional information if any which you would like to mention in support of your suitability for the post.

#### **DECLARATION:**

I have carefully gone through the advertisement, and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the selection committee at the time of selection for the post.

I also hereby solemnly declare and undertake that all information furnished by me is true and complete to the best of my knowledge and belief. I undertake that if at any stage of selection or even after selection, any of the information furnished by me is found to be false, incorrect, or misleading than my candidature/appointment/services will stand cancelled /terminated without assigning any reasons thereof.

Signature of Candidate

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Place.....

Date.....