

Government of India
Ministry of Education
Department of Higher Education
Language Division

Advertisement for the post of Director

Applications are invited from eligible candidates for filling up on Deputation basis (including short-term contract), one vacancy of the post of Director, Central Hindi Directorate, New Delhi in **Level 13 (Rs. 123100-215900/-) of the pay matrix** from persons possessing qualifications and experience mentioned below in the prescribed proforma published in the Employment News/ Rozgar Samachar. The application form can also be downloaded from M/o Education's website www.education.nic.in.

Pay Scale: Level 13 (Rs. 123100-215900/-) of the pay matrix

Mode of

Recruitment: Deputation (including short term contract)

Period of

Deputation: Period of deputation (ISTC) including period of deputation (ISTC) in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or department of the Central/ State Govt. shall ordinarily not exceed five years.

Age Limit: The maximum age limit for appointment by deputation (ISTC) shall be not exceeding 56 years as on the closing date of the receipt of applications. [The age of the applicants would be reckoned as on the closing date for receipt of applications as per advertisement for the post published in the Employment News/ Rozgar Samachar].

Field of Selection: Deputation (including short-term contract):

Officer of the Central or State Government Union territories or Universities/recognized research Institutions or Public Sector Undertakings or Statutory or Autonomous organizations

(a) (i) holding analogous post on regular basis in the parent cadre or Department;

OR

(ii) with five years' service in the grade rendered after appointment thereto on a regular basis in posts in level-12 in the pay matrix in the Parent Cadre or Department;

OR

(iii) with ten years' service in the grade rendered after appointment thereto on a regular basis in posts in level-11 in the pay matrix in the Parent Cadre or Department;

AND

(b) Possessing the following Educational Qualification and Experience:

Essential.

Masters degree in Hindi from a recognized University;

OR

Masters degree in Linguistics with Hindi as a subject at Degree level;

AND

Experience:

- (i) Three years' experience in teaching or terminological or lexicographical or translation work taken together;
- (ii) Two years in Administration.

Desirable Qualification:

1. Functional knowledge of Sanskrit or any other Indian language as evidenced by the published works.
2. Research work in Hindi or Sanskrit as evidenced by the published works.
3. Two years' experience in book publication.

Last Date: Duly filled in applications complete in all respects and forwarded through Proper Channel by the concerned University/College/Department, etc. should reach Smt. Suman Dixit, Director, Languages Division. Department of Higher Education, Ministry of Education, Room No. 525, C - Wing, Shastri Bhawan, New Delhi-110001 within **60 days** from the date of publication of the advertisement for the above post in the Employment News/ Rozgar Samachar.

Note-1:- The applicants who are in Central Govt./ State Govt. Service/ Autonomous Bodies/ Union Territories or other Govt. Bodies should submit their application through proper channel along-with integrity Certificate and a certificate to the effect that no disciplinary proceedings are pending or contemplated against the officer. Attested photocopies of the ACRs. of the last five years may also be forwarded along-with the application.

PROFORMA OF APPLICATION

PHOTO

1. Name :
 2. Date of Birth :
 3. Date of retirement under Central/ State Govt. Rules :
 4. Educational Qualification :
 5. Whether Educational Qualification 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) :
- | | |
|----------------------------------|---|
| Qualification required | Qualifications possessed by the officer |
| Essential: 1,2
Desirable: 1,2 | |
6. Post held including date from :
Which held, scale of pay and pay therein.
 7. Experience in the subject field of selection. :
 8. Details of service:
 - i. Name of post & Employer :
 - ii. From-to :
 - iii. Scale of pay :
 - iv. Nature of duties performed :
 - v. Nature of appointment, i.e.,
Whether ad-hoc or regular
 9. Whether belong to SC/ ST :
 10. Remarks, if any :
 11. Present postal Address. :

Signature of the Candidate

Date_____

FORWARDING NOTE BY THE EMPLOYER

- i. Certified that the particulars of the officers have been verified and found to be correct.
- ii. It is certified that no disciplinary proceedings are pending or/and contemplated against the officer. Integrity of the officers is also certified.
- iii. The cadre controlling authority of the applicant has given clearance to enable him/her apply for the post.
- iv. *Attested copies of the last five (5) years of the applicant's Annual Confidential Re[port/Annual Performance Appraisal Report has been enclosed while forwarding this Application.

*Note:- If ACRs/ APARs not adopted/ not relevant the employer has to categorically certify the same in lieu of sending ACRs/ APARs.

Countersigned by the authorized signatory on behalf of the employer.

**Signature of the Head of the Office
(with stamp)**

Place_____

Date_____