

**UNIVERSITY GRANTS COMMISSION  
BAHADUR SHAH ZAFAR MARG  
NEW DELHI – 110 002**

**Name of post :** Hindi Translator

**No. of Posts :** 2

**Salary:** Rs.8,000/- (Consolidated)

**Educational Qualifications / Experience**

Bachelor's Degree of a recognized University with Hindi / English as 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 Central / State Govt. Offices including Govt. of India undertakings.

**Period:** Six Months on contractual basis.

**Note: Retired persons can also apply**

(ii) General Condition: Eligible candidates should submit their applications with their complete Bio-Data and in the prescribed proforma appended below to the Secretary, University Grants Commission, Bahadur Shah Zafar Marg, New Delhi – 110002, within 15 days of the publishing of the advertisement in the leading newspaper.



**ANNEXURE-A**

**UNIVERSITY GRANTS COMMISSION  
BAHADUR SHAH ZAFAR MARG  
NEW DELHI – 110 002**

Post applied for \_\_\_\_\_

1. Name of the Applicant

2. Date of Birth \_\_\_\_\_

3. Address

(i) Correspondence \_\_\_\_\_

\_\_\_\_\_

Tel. No. Office \_\_\_\_\_ Resi. \_\_\_\_\_

(ii) Permanent \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Nationality \_\_\_\_\_

5. Sex Male / Female

6. Marital Status Married / Unmarried

7. Father's/ Husband's Name \_\_\_\_\_

8. Category Unreserved / OBC

(Attach attested copy of the  
Certificate in case of OBC)

9. Qualifications (in chronological order starting from HSC/SSLC onwards)  
(Attach attested photocopies of each certificate)

Degree/ Diploma	Board / Univ.	Year of Passing	Subject Marks & obtained	Division / Grade

10. Details of work experience

Name & Period of Service	Address of Employer	Post Held (Scale /Basic/ Salary) From To	Description of the work

11. Any other information which the candidate wishes to add :

12. Name and address of two persons to whom reference may be made by the Commission:

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

### DECLARATION

I solemnly declare that above contents of the application form are true and correct to the best of my knowledge and belief.

Place : \_\_\_\_\_

(Signature of Applicant)

Date : \_\_\_\_\_