



भारत सरकार

Government of India

सुपारी और मसाला विकास निदेशालय

Directorate of Arecanut and Spices Development

कृषि एवं किसान कल्याण मंत्रालय/Ministry of Agriculture & Farmers Welfare

कृषि एवं किसान कल्याण विभाग/Department of Agriculture & Farmers Welfare

कालिकट /Calicut 673 005 केरल /Kerala

F. No.2/49/2024-Estt.

Dated 10-01-2025

Sub:- Filling up of the vacancy of Junior Translation Officer in the Directorate of Arecanut and Spices Development by Deputation / Absorption.

It is proposed to fill up a vacancy of Junior Translation Officer in the Directorate of Arecanut and Spices Development, Calicut, a subordinate office of Ministry of Agriculture & Farmers Welfare (Department of Agriculture & Farmers Welfare), Government of India. The vacancy is in the pay scale of Rs.9,300 – 34,800/- PB-2 with grade pay of Rs.4200/- (pre-revised), **Pay Matrix Level 6** (Revised as per 7th CPC) and the vacancy is a GCS Group B Non-Gazetted Non-ministerial post. The headquarters is at Calicut. The vacancy is to be filled by Deputation/Absorption from amongst officers of the Central or State Government or Union Territory Administrations. –

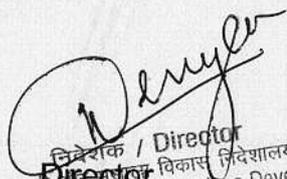
- (A)(I) holding analogous post on regular basis in the parent cadre or Department; or
- (II) With six years' service in the grade rendered after appointment thereto on a regular basis in posts in pay band-I, Rs.5200-20200 plus grade pay of Rs.2800 (pre-revised) or equivalent in the parent cadre or department; and
- (B) Possessing the following educational qualifications and experience:
- (I) Master Degree of a recognised university in Hindi with English as a compulsory or elective subject or as the medium of examination at degree level or
- (II) Master Degree of a recognised university in English with Hindi as a compulsory or elective subject or as the medium of examination at degree level or
- (III) Master Degree of a recognised university in any subject other than Hindi or English with Hindi medium and English as a compulsory or elective subject or as the medium of examination at degree level or

- (IV) Master Degree of a recognised university in any subject other than Hindi or English with English medium and Hindi as a compulsory or elective subject or as the medium of examination at degree level or
- (V) Master Degree of a recognised university in any subject other than Hindi or English with Hindi and English as a compulsory or elective subject or either of the two as a medium of examination and then other as a compulsory or elective subject at degree level and
- (VI) Recognized Diploma or 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 or State Government office, including Government of India undertaking.

(Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not to exceed 3 years. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications).

Note:

It is requested that applications (in duplicate) in the enclosed proforma along with last five years confidential reports/APAR (photocopies of the APARs to be attested by an officer not below the rank of Under Secretary) of all eligible officers who could be spared in the event of their selection may kindly be forwarded to "**The Director, Directorate of Arecanut and Spices Development, West Hill, Calicut 673005**" so as to reach this Directorate **within 60 (Sixty) days** from the **date of publication of this advertisement**. The officers applied for the post shall not be permitted to withdraw their application at a later stage. While forwarding the applications, it may also be verified and certified that the particulars furnished by the officer are correct and that no vigilance case is either pending or contemplated against them and no major/minor penalty has been imposed on them during the last ten years. APPLICATION WHICH ARE NOT IN THE PRESCRIBED FORMAT AND ARE NOT RECEIVED WITHIN THE STIPULATED PERIOD OR ARE NOT ACCOMPANIED WITH LAST FIVE YEARS CR DOSSIERS, VIGILANCE CLEARANCE, INTEGRITY CERTIFICATE OR STATEMENT SHOWING MAJOR/MINOR PENALTY, IF ANY IMPOSED ON THE OFFICER DURING THE LAST FIVE YEARS ARE LIABLE TO BE REJECTED.


 सुपास / Director
 Director
 Directorate of Arecanut & Spices Development
 कृषि एवं कि.क. मंत्रालय / Ministry of Agriculture & FW
 कृषि एवं कि.क. विभाग / Dept. of Agriculture & FW
 भारत सरकार / Govt. of India
 कोयिकोड / Kozhikode-673005
 केरल / Kerala

Office 0495 -2369877, Director - 2765501, 2742888 (R)

PE Mail : spicedte@.nic.in

Proforma of application for Deputation

1. Name and address (in Block Letters):
2. Date of Birth (in Christian era):
3. Date of retirement under Central Govt. rules:
4. Educational Qualifications:
5. Whether eligibility conditions are fulfilled:
6. Details of employment, in chronological order. Enclose a separate sheet duly Authenticated under your signatures, if the space below is insufficient.
7. Nature of present employment i.e. permanent/temporary/ad hoc:
8. In case the present employment is on deputation/contract basis, please state:
 - a) The date of initial appointment:
 - b) Period of appointment on deputation/contract:
 - c) Name of the parent office/organization to which you belong:
9. Additional details about present employment.
- 10 Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade:
11. Are you in the revised scale of pay? If yes, give the date from which the revision took place and also indicate the re-revised scale of pay:
12. Total emoluments per month now drawn:
13. Additional information, if any, which you would like to mention in support of your suitability for the post. (This among other things may provide information with regard to
 - (i) Additional academic qualifications:
 - (iii) Work experience over and above prescribed in the Vacancy Circular/Advertisement:
14. Whether belongs to SC/ST/OBC/PwD:
15. Remarks

I have carefully gone through the vacancy circular/advertisement and I am well aware that the application duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the candidate

Official Address:

Countersigned

(Employer with seal)

CERTIFICATE

1. Certified that the particulars furnished by Shri/Smt/Kum _____ have been verified from his/her service record and found correct.
2. No vigilance case is either pending or contemplated against Shri/Smt/Kum _____ His/her integrity is certified.
3. No major/minor penalty was imposed on Shri/Smt./Kumduring the last 10 years as per records in the Ministry/Department.

**Signature of Head of
Office /Department**