

To

1. All the Secretaries, as per list attached.
2. All the Heads of Central Police Organisation as per list attached.
3. Department of official Language, Central Translation Bureau,  
Joint Director, Hindi Teaching Scheme, New Delhi.

**Sub : Filling up the one post of Editor Hindi, Group 'B' , Gazetted, Ministerial in the Scale of Pay of PB-2 Rs.9300-34,800 plus Grade Pay Rs. 4,600/- in the Bureau of Police Research and Development, New Delhi on deputation basis.**

Sir,

**One post of Editor Hindi, Group 'B' , Gazetted, Ministerial in the Scale of Pay of PB-2 Rs.9300-34,800 plus Grade Pay Rs. 4,600/- in the Bureau of Police Research & Development, New Delhi under BPR&D cadre is proposed to be filled up on deputation basis. The brief details are as under:-**

- |     |                         |   |                            |
|-----|-------------------------|---|----------------------------|
| (a) | No. of Post             | : | <b>01 (One)</b>            |
| (b) | Place of posting        | : | <b>New Delhi</b>           |
| (c) | Eligibility conditions: |   | <u>On deputation basis</u> |

Officers under the Central Government:-

- |     |       |   |
|-----|-------|---|
| (a) | (i)   | holding analogous posts on regular basis;<br>OR   |
|     | (ii)  | With three (3) years' service in posts in the<br>scale of pay of PB-2 Rs.9300-34,800 plus<br>Grade Pay Rs. 4200/-) or equivalent;<br>OR |
|     | (iii) | With eight (8) years' service in posts in the<br>scale of pay of PB-1 Rs.5200-20,200 plus<br>Grade Pay Rs. 2800/-) or equivalent.       |
|     | (b)   | Possessing the following educational<br>qualifications and experience:  |

**Essential:**

- |     |  |
|-----|--|
| (i) | Master's Degree of a recognized University or<br>equivalent in Hindi with English as a subject<br>at the Degree level. |
|     | OR   |

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Master's Degree of a recognized University or equivalent in English with Hindi as a subject at the Degree level.

OR

Master's Degree of a recognized University or equivalent in any subject with Hindi and English as a subject at the Degree level.

OR

Master's Degree of a recognized University or equivalent in any subject with Hindi medium and English as a subject at the Degree level.

- (ii) 5 years' experience of terminological work in Hindi and /or Translation work from English to Hindi or vice – versa preferably of technical or scientific literature.

OR

5 years' experience of teaching, research, or journalism in Hindi.

writing

**Desirable:**

- (i) Knowledge of Sanskrit and / or a modern Indian language.  
(ii) Administrative experience.  
(iii) Experience of organizing Hindi classes or workshop for noting and drafting.

2. The detailed eligibility conditions, experience are enclosed herewith. The maximum age limit for appointment by transfer on deputation shall be not exceeding 56 years as on the closing date for receipt of application. The details including Prescribed Proforma and eligibility conditions etc. are also available on BPR&D website: [www.bprd.nic.in](http://www.bprd.nic.in) (**Administration – Recruitment**).

3. It is requested that the applications of the suitable and willing officers may kindly be sent to the Director General, Bureau of Police Research & Development on the address indicated above within a period of 2 months from the date of issue of this letter.

4. The applications received after due date will only be considered after examining the circumstances and reasons for delayed receipt the same

**Encl: As above.**

Yours faithfully,



**(Dr. S. Karthikeyan)**

**Assistant Director (Admn.)**

**☎ 24362401 फ़ैक्स/Fax No. 24369825**

1. Name of the post : Editor Hindi
2. Scale of pay : PB-2 Rs.9300-34,800 plus Grade Pay Rs. 4600/-
3. Ministry/Department : Bureau of Police Research & Development, MHA.
4. Eligibility : Officers under the Central Government :-
- (a) (i) holding analogous posts on regular basis;  
OR  
(ii) With three (3) years' service in posts in the scale of pay of PB-2 Rs.9300-34,800 plus Grade Pay Rs. 4200/-) or equivalent;  
OR  
(iii) With eight (8) years' service in posts in the scale of pay of PB-1 Rs.5200-20,200 plus Grade Pay Rs. 2800/-) or equivalent.
- (b) Possessing the following educational qualifications and experience:

**Essential:**

- (i) Master's Degree of a recognized University or equivalent in Hindi with English as a subject at the Degree level.  
OR  
Master's Degree of a recognized University or equivalent in English with Hindi as a subject at the Degree level.  
OR  
Master's Degree of a recognized University or equivalent in any subject with Hindi and English as a subject at the Degree level.  
OR  
Master's Degree of a recognized University or equivalent in any subject with Hindi medium and English as a subject at the Degree level.
- (ii) 5 years' experience of terminological work in Hindi and /or Translation work from English to Hindi or vice – versa preferably of technical or scientific literature.  
OR  
5 years' experience of teaching, research, or journalism in Hindi.

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**Desirable:**

- (iv) Knowledge of Sanskrit and / or a modern Indian language.
- (v) Administrative experience.
- (vi) Experience of organizing Hindi classes or workshop for noting and drafting.

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

**(Dr. S. Karthikeyan)**

सहायक निदेशक (प्रशा०)

**Assistant Director (Admn.)**

**Application for appointment to the post of Editor Hindi in the Bureau of Police Research & Development, Ministry of Home Affairs, New Delhi on deputation basis**

1. Name and Address :  
(in Block letters)
2. Date of Birth :  
(in Christian era)
3. Date of retirement under Central/State Govt. Rules :
4. Educational Qualification :
5. Whether Education and other 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/Experience Required	Qualification /Experience possessed by the officer
Essential	(1)	
	(2)	
	(3)	
Desired	(1)	
	(2)	

6. Please State clearly whether in the light of entries made by you above, you meet the requirement of the post.
7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature. If the space below is in sufficient.

S.No.	Name of office/Department	Name of the post	From	To	Scale of pay and Basic Pay	Nature of Duties (in detail)

8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi Permanent or Permanent.

9. In case the present employment is held on deputation/contract basis please state:-

(a) The date of initial appointment.

(b) Period of appointment on deputation/contract.

© Name of the parent office/organization to which you belong.

10. Additional details about present employment

Please state whether working under (indicate the name of your employer against the relevant column.)

(a) Central Govt.

(b) State Govt.

© Autonomous Organisation

(d) Government Undertaking

(e) Universities

(f) Other.

11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.

12. Are you in Revised Scale of pay ? If yes, give the date from which the revision took place and also indicate the pre-revised scale.

13. Total emoluments per month now drawn.

14. 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.

(ii) Professional training and

(iii) Work experience over and above prescribed in the vacancy circular/advertisement)

(Note: Enclose a separate sheet, if the space is insufficient)

- 15 Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment basis. (Officers under Central/State Governments are only eligible for “ Absorption”. Candidates of Non-Government Organisations are eligible only for short term contract)
- 16 Whether belongs to SC/ST/OBC.
17. Remarks (The candidates may be indicate information with regard to
- (i) Research publications and reports and special projects.
  - (ii) Awards/Scholarship/Official Appreciation
  - (iii) Affiliation with the professional bodies/institutions/societies and
  - (iv) Any other information.

(Note: Enclose a separate sheet if the space is insufficient) .

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

( Signature of the applicant)

Address  
Telephone No.  
Mobile No.

Countersigned

\_\_\_\_\_

\_\_\_\_\_  
(Employer with Seal)

Certificate to given by Head of Office of the applicant:

1. It is certified that the particulars furnished by the officer are correct.
2. It is certified that no disciplinary/vigilance case is pending or contemplated against the applicant and he/she is clear from the vigilance angle.
3. His/Her integrity is certified.
4. It is certified that no major or minor penalties have been imposed on the officer during the last 10 years.
5. His/Her complete ACRs dossier/Attested photo copies of the ACRs (on each page) by an officer of the rank of Under Secretary to the Govt. of India are enclosed.
6. It is certified that no court case is pending against the applicant.
7. It is certificate that officer, if selected, will be relieved immediately to join the post.

(Head of Office)

Name:  
Telephone No.  
Fax No.  
With office Seal