

RECRUITMENT OF HINDI TRANSLATORS

Agriculture Insurance Company of India Ltd. Invites application for the post of one Hindi Translator for its Head Office and Regional Office Hyderabad each in the cadre of Assistant.

Number of vacancies: **2 (two)** (one for its Head Office at New Delhi & one for its Regional Office Hyderabad).

Eligibility Criteria:

1) Age: As on 01.07.2014 – Between 18 years and 28 years with relaxation for 5 years in case of SC/ST candidate and 3 years for OBC.

2) Minimum Qualification: The applicant must be a Graduate in Hindi with English as one of the compulsory Elective Subjects from any of the Universities in India duly recognized by UGC, **OR** H.S.C. with 60% passing marks with Hindi and English as compulsory subjects and for SC/ST candidates it is 55% marks. It is also desirable that:-

- a) Candidate should have good command in English and Hindi Language
- b) Experience in translation work from English to Hindi or vice versa.
- c) Knowledge of Official Language Act, Official Language Rules, Regulations, and its requirement.

Pay Scales and other benefits:- Rs. 7640-440(1)-8080-480(2)-9040-540(5)-11740-625(2)-12990-760(3)-15270-790(2)-16850-840(5)-21050 plus such other allowances as may be permissible under the Rules in force of the Company from time to time.

Selection Procedure:

i) Applicants who would be found eligible would be required to appear for a written test on a date that will be communicated later through email/telephone, hence while applying the applicant must mention their email id and mobile number. ii) On qualifying the written test the concerned candidates would be required to appear for a personal interview. iii) Final selection would be subject to satisfactory report in the medical examination. iv) Company's decision about the selection would be final and no correspondence in this regard would be entertained from any one.

TA/DA : No TA/DA will be paid to the candidates, except travelling expenses of IInd class sleeper to and fro rail fare for the shortest route to SC/ST candidates at the time of appearing in the interview, if qualified in the written examination.

Detailed application, giving all the information of Name, Father's Name, Full Permanent and Correspondence Address, Email id, Mobile number, Age, Educational Qualifications, Year of passing HSC and Graduation, subjects passed, %age of marks of each subject, knowledge of Hindi and English languages, Past and present experience in Translation, knowledge of Official Language Act etc. should reach Dy. General Manager(HR) Agriculture Insurance Company of India Ltd., 13th Floor, Ambadeep Building, Kastruba

Gandhi Marg, Connaught Place, New Delhi - 110 00, within 15 days of release of the advertisement in the Newspaper/Employment News.

Chief Manager