

HIGH COURT OF PUNJAB AND HARYANA , CHANDIGARH

EMPLOYMENT NOTICE

Applications on prescribed form are invited for filling up 3 posts of Translators one for each subjects of Devnagri Hindi, Gurmukhi Punjabi and Urdu (General Category) respectively, in the pay band of Rs. 10300-34800 Plus Grade Pay Rs. 4400/- plus usual allowances as admissible from time to time. The number of vacancies can be increased or decreased without any prior notice.

Qualification No candidate shall be eligible to appear in the Competitive Examination unless he/she holds a degree of Bachelor of Arts or Bachelor of Science or equivalent thereto of a recognized University with a minimum of 55% marks with Hindi, Punjabi, Urdu upto matric standard respectively. Knowledge of Urdu language would be considered as an additional qualification for Hindi and Punjabi translators.

The syllabus for the written competitive examination for recruitment to the vacancies of Translators shall consist of the following subjects. The maximum and the qualifying marks fixed for each subject are shown as under:

Sr No	Subject	Maximum Marks	Qualifying Marks
1	English Composition	100	33%
2	Translation into English 1)Civil Judgments 2)Criminal Judgments 3)Newspaper Article	50	33%
3	Reading of manuscript from some Judicial file	50	33%
4	Hindi in Devnagri script of Matric Standard	50	33%
Or	Punjabi in Gurmukhi script of Matric Standard	50	33%
Or	Urdu script of Matric Standard	50	33%
5	Type writing with a minimum speed of 30 w.p.m	50	33%

No candidate shall be considered to have qualified in the competitive written examination, unless he/she obtains 50% marks in aggregate and qualifying 33% marks in each subject.

Age The age of candidates belonging to the General Category should not be less than **18** years and more than **27** years as on the last date i.e. **22.03.2012**.

The applications on the proforma given below, complete in all respects accompanied by Demand Draft of **Rs 500/- (Rupees Five Hundred only)** drawn on any nationalized bank payable at Chandigarh **in favour of The Registrar General, High Court of Punjab and Haryana, Chandigarh** should

reach the office of The Registrar Recruitment, High Court of Punjab and Haryana, Chandigarh 160001 on or before **22.03.2012** upto 5.00 P.M. together with copies of certificates and photograph duly attested.

Registrar Recruitment

Application form

APPLICATION FORM FOR THE POST OF TRANSLATOR OF HINDI/PUNJABI/URDU

(To be filled in by the candidate)

1. Name of the candidate _____
(in block letters)
2. (i) Father's Name _____
(ii) Mother's Name _____
3. Permanent Address _____

4. Address for correspondence _____

- Telephone/Mobile No. _____
5. Specify the post in terms of language
which you are applying for _____
(Devnagri Hindi or Gurmukhi Punjabi or Urdu)
6. (i) Date of Birth as entered in
the matriculation examination _____
or its equivalent.
(ii) Age as on _____ Year _____ Months _____ Days
(iii) Sex (Male/Female) _____
7. Educational qualification (matric onward):-

Paste latest
photograph duly
attested by a
Gazetted
Officer.

Name of Board/ University.	Exam passed	Total Marks	Marks obtained	% age

8. Whether the candidate is in Govt. Service?
If yes, give details of service. _____
9. Whether the application is being routed
through proper channel ? _____
10. Was the candidate ever arrested/detained
in police or judicial custody or ordered to
be bound down in security proceedings or
convicted for any offence. If so, give details. _____
11. Whether the candidate has previously served
in any Govt. Department? If yes, whether he/she
was discharged, removed or dismissed. Give
details. _____
12. Whether the candidate has any relative in
the Service of the High Court or any Court
Subordinate thereto in the States of Punjab
Haryana, and U.T., Chandigarh? If yes,
give particulars. _____

13. Details of Bank Draft

No. _____ Date _____ Bank _____
Amount _____

Place _____

Dated _____

(Signature of the candidate)

“Declaration to be given by the candidate”

I solemnly affirm and declare that the particular(s)/information given by me in column numbers 1 to 13 above is/are true and correct to the best of my knowledge and belief and nothing has been concealed therefrom. I further undertake that in the event of any of the particular(s)/information given above is/are found to be incorrect/false at any stage, my candidature/appointment, may be treated as cancelled/terminated and I shall not lay claim to anything on the basis thereof.

(Signature of the candidate)

Note

- (i) In case a candidate wants to apply for the post of translator of more than one language, separate applications will be required to be filed for each language
- (ii) Candidates must apply on the prescribed form only.
- (iii) Applicants already working in Subordinate Courts or Offices of the Govt. of State of Punjab, Haryana and U.T., Chandigarh should route their applications through proper channel.
- (iv) Applicants should affix their latest passport size photograph on the space specified in the application form.
- (v) Candidates should ensure that they fulfill all the eligibility conditions for applying to the posts as on **22.03.2012**.
- (vi) On verification of the testimonials/documents, if at any stage, it is found that a candidate does not fulfill any of the eligibility conditions, his/her candidature will be cancelled without any notice or further reference.
- (vii) Applications, complete in all respects must reach this Court by **22.03.2012**.
- (viii) Any application received by the office after the last date by post or otherwise will not be entertained under any circumstances.
- (ix) Fee once paid will not be refunded.
- (x) The High Court reserves the right to shortlist the candidates/applicants to be called for the written test in the event of receipt of large number of applications.
- (xi) All other conditions of recruitment not covered in the notice above shall be regulated as per the relevant provisions of the High Court Establishment (Appointment and Conditions of Service) Rules 1973, as amended from time to time.

(REGISTRAR RECRUITMENT)