

**South Eastern Railway**

Office of the  
Sr. Divl. Personnel Officer  
S.E Railway, Adra  
Dt. 26.08.2024

**No.SER/P-ADA/EP/209/STO/2024**

To  
All the Branch Officer  
S.E Railway, Adra

**Sub: Recruitment to one post of "Senior Translation Officer" in Level 7 (Rs.44900-142400) of the pay matrix in Central Institute of Fisheries Nautical and Engineering Training (CIFNET) Headquarters Kochi, a subordinate office of Department of Fisheries, on Composite Method (Promotion and Deputation including short term contract ) basis-regarding.**

- Ref: i) APO/R/GRC'S letter No. SER/P-HQ/Ruling/0/867/Pt.II dated 13.08.2024**  
**ii) Deputy Director Estt. (N) /Railway Board notification no. E(NG)I/2024/DP/03 dated 05.08.2024**  
**iii) Ministry of Fisheries, Animal Husbandry Dairying/Department of Fisheries' notification no. 3-26/2022 Admn. V(E-20570) dated 15.07.2024**

Enclosed please find herewith the APO/R/GRC'S letter No. SER/P-HQ/Ruling/0/867/Pt.II dated 13.08.2024, ) Deputy Director Estt. (N) /Railway Board notification no. E(NG)I/2024/DP/03 dated 05.08.2024 and Ministry of Fisheries, Animal Husbandry Dairying/Department of Fisheries' notification no. 3-26/2022 Admn. V(E-20570) dated 15.07.2024 under reference, which speaks for itself.

Therefore you are requested to give wide publicity amongst the eligible staff under your kind control and please arrange to send the applications of willing candidates to OS/OMS of Sr.DPO's office, Adra within 10.09.2024 positively for further course of action.

This is for your kind information and necessary action please.

Encl. : As above.

  
Asst. Personnel Officer  
for Sr. Divl. Personnel Officer  
S.E Railway, Adra

Copy to : OS(G) to DRM/Adra is advised to upload the same to the railway website of Adra division please.

  
Asst. Personnel Officer  
for Sr. Divl. Personnel Officer  
S.E Railway, Adra

दक्षिण पूर्व रेलवे / SOUTH EASTERN RAILWAY

Office of the  
Pr. Chief Personnel Officer  
11, Garden Reach Road  
Kolkata - 700 043

संख्या/ No.SER/P-HQ/Ruling/0/867/Pt.II

दिनांक/Dated : 13.08.2024

To  
The All 'P' Branch Officers  
The Sr. DPOs-KGP, ADA, RNC, CKP  
The WPO/KGPWS, APO(S)/KGP  
S.E. Railway

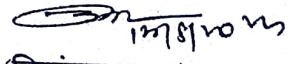
Sub: Recruitment to one post of "Senior Translation Officer" in Level 7 (Rs. 44900-142400) of the Pay Matrix in Central Institute of Fisheries Nautical and Engineering Training (CIFNET) Headquarters Kochi, a subordinate office of Department of Fisheries, on Composite Method (Promotion and Deputation including short term contract) basis-regarding.

Ref: (i) Deputy Director Estt. (N)/Railway Board notification no. E(NG)/I/2024/DP/03 dated 05.08.2024.  
(ii) Ministry of Fisheries, Animal Husbandry Dairying/ Department of Fisheries' notification no. 3-26/2022 Admn. V (E-20570) dated 15.07.2024.  
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Deputy Director Estt. (N)/Railway Board notification no. E(NG)/I/2024/DP/03 dated 05.08.2024 and Ministry of Fisheries, Animal Husbandry Dairying/ Department of Fisheries' notification no. 3-26/2022 Admn. V (E-20570) dated 15.07.2024 for recruitment to one post of "Senior Translation Officer" in Level 7 (Rs. 44900-142400) of the Pay Matrix in Central Institute of Fisheries Nautical and Engineering Training (CIFNET) Headquarters Kochi, a subordinate office of Department of Fisheries, on Composite Method (Promotion and Deputation including short term contract) basis-regarding is sent herewith for information and necessary action at your end please.

You are requested to circulate the same so that the willing eligible candidates can apply in prescribed proforma enclosed complete in all respects, Vigilance /D&AR Clearance, APARs/ACRs ratings for the last five (05) years duly attested by an officer of the level of Under Secretary or above, Integrity Certificate and statement indicating the major/minor penalties imposed on the officer during the last 10 years through proper channel, addressed to Director, Institute of Fisheries Nautical and Engineering Training (CIFNET), Foreshore Road Cochin-682016 latest by 15.09.2024.

Encl: As above

  
(चित्तरंजन कुमार)  
(Chittaranjan Kumar)  
सहायक कार्मिक अधिकारी(आर)  
Asstt. Personnel Officer(R)  
कृते प्रधान मुख्य कार्मिक अधिकारी  
for Pr. Chief Personnel Officer

E(NG)I/2024/DP/03

3101823/2024

RB-602  
CS-08-241

भारत सरकार GOVERNMENT OF INDIA  
रेल मंत्रालय MINISTRY OF RAILWAYS  
(रेलवे बोर्ड RAILWAY BOARD)

No. E(NG)I/2024/DP/03

New Delhi, dated: 05.08.2024

The General Managers (P)  
All Indian Railways &  
Production Units.

Sub: Recruitment to one post of "Senior Translation Officer" in Level 7 (Rs. 44900-142400) of the Pay Matrix in Central Institute of Fisheries Nautical and Engineering Training (CIFNET) Headquarters Kochi, a subordinate office of Department of Fisheries, on Composite Method (Promotion and Deputation (including short term contract) basis-regarding

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Please find enclosed herewith a copy of vacancy circular no. 3-26/2022 Admn.V (E-20570) dated 15.07.2024 regarding filling up of post of "Senior Translation Officer" in Level 7 (Rs. 44900-142400) of Pay Matrix (Group B Non-Gazettted, Non-Ministerial) in Central Institute of Fisheries Nautical and Engineering Training (CIFNET), Hqtrs Kochi, on Composite Method (Promotion and Deputation (including short term contract basis).

2. Applications of eligible candidates, if any, in the prescribed proforma along with documents mentioned in the enclosed circular may be forwarded to Director, Institute of Fisheries Nautical and Engineering Training (CIFNET), Foreshore Road, Cochin- 682016 within a period of 60 days from the date of publication of this advertisement in the Employment News.

Any application to above post in response to the said circular received in this Ministry will not be entertained at all.

DA: As above.

Signed by  
(Sanjay Kumar)  
Sanjay Kumar  
Deputy Director Estt. (N)  
Date: 05-08-2024 12:20:43  
Railway Board

Ph. No. - 43658/011-23303658

E mail Id- sanjay.kumar@gov.in

Copy to: Sh. Krishan Pal, Under Secretary to Government of India, Ministry of Fisheries,  
Animal Husbandry Dairying, 1<sup>st</sup> Floor, Chander Lok Bldg., 36, Janpath, New Delhi.

DCPO/HB

Dy. Secy  
3269/RB  
**F. No. 3-26/2022 Admn.V (E-20570)**

Government of India  
Ministry of Fisheries, Animal Husbandry Dairying  
Department of Fisheries  
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1<sup>st</sup> Floor, Chander Lok Bldg., 36, Janpath,  
New Delhi the 15th July, 2024

To,

1. All Ministries/Departments of Government of India
2. Chief Secretaries of All State Govts/UT Administration
3. Indian Council of Agricultural Research
4. Commissioners/Secretaries dealing with Fisheries Departments of all State Govts.

**Subject:** Recruitment to one post of "Senior Translation Officer" in Level 7 (Rs. 44900-142400) of the Pay Matrix in Central Institute of Fisheries Nautical and Engineering Training (CIFNET) Headquarters Kochi, a subordinate office of the Department of Fisheries, on Composite Method (Promotion and Deputation including short term contract) basis - regarding.

One post of "Senior Translation Officer" in Level 7 (Rs. 44900-142400) of the Pay Matrix (Group B Non-Gazetted, Non-Ministerial) in Central Institute of Fisheries Nautical and Engineering Training, H.Qtrs Kochi is proposed to be filled up on Composite Method (Promotion and Deputation including short term contract) basis from amongst the Officers from the Central Government or State Governments or UTs or PSUs or Recognized Research Institutions or Universities or Statutory bodies or Autonomous bodies or Semi-Government organizations with eligibility conditions as under: -

- a. (i) holding analogous post on regular basis in the parent cadre or department;  
or  
(ii) with 5 years service in the grade rendered after appointment thereto on a regular basis in Level-6 in pay matrix (Rs. 35400-112400) or equivalent in the parent cadre or department; and
- b. possessing the following educational qualifications and experience:

**Essential:**

100/1

(i) Master's degree of a recognized university in Hindi with English as compulsory or elective subject or as a medium of examination at the degree level.

Or

Master's degree of a recognized university in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level.

Or

Master's degree of a recognized 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 the degree level.

Or

Master's degree of a recognized 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 the degree level.

Or

Master's degree of a recognized 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 the other as a compulsory or elective subject at the degree level.

And

(ii) Recognized diploma or certificate course in translation from Hindi to English and vice-versa or three years' experience of translation work from Hindi to English and vice-versa in Central Government or State Government office including Government of India Undertaking.

Note 1: Departmental Junior Translator in level-6 in the pay matrix (Rs. 35400-112400) with 5 year's regular service in the grade shall also be considered along with outsiders. In case he or she is selected, the post shall be treated as shall be deemed to have been filled by promotion. Otherwise, it will be treated as having been filled by deputation (including short term-contract)

Note 2: The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation



(including short term-contract). Similarly, Deputationists shall not be eligible for consideration for appointment by promotion.

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

**Job description:** Dealing with files regarding the correspondence of official language and issue of official documents under section 3(3) O.L. Act 1963. To assist Assistant Director (OL) in connection with the implementation of O.L. Act and Rules and chalkout programmes and suggestions for the achievement of progress in the progressive use of official language. Assist the Assistant Director (OL) in organizing Hindi Karyasala and inspections on the implementation of Official Language. Organising and handling Hindi classes in Hindi Karyasalas. Assist Assistant Director (OL) to achieve the target prescribed in the annual programme on the implementation of Official Language as per the guidelines prescribed by the Department of Official Language. To conduct various competitions in Hindi under Kendriya Sachivalaya Hindi Parishad as per the directives from Ministry. Preparation of reference and help literature for providing the same to the officials. Translation of training materials, annual report, calendar and technical terminology used in the various sections of the Institute. Any other duties assigned by the superiors as per the requirements of the Institute.

**Place of Posting:** The initial place of posting will be at CIFNET H.Qtrs., Kochi.

2. The pay of the official selected will be governed by the provisions laid down in the Department of Personnel and Training's O.M.No.6/8/2009-Estt(pay II) dated 17th June 2010 as amended from time to time.
3. Applications from eligible officers in the enclosed proforma (in duplicate) may be forwarded through proper channel to the Director, Central Institute of Fisheries Nautical and Engineering Training, Foreshore Road, Cochin -682 016 within a period of 60 days from the date of publication of this advertisement in the Employment News alongwith copies of up to date ACRs for the last five years, duly attested by an officer of the level of Under Secretary or above, vigilance clearance and integrity certificate. Cadre controlling authority may also kindly ensure that while forwarding the application they should verify and certify that the particulars furnished by the officer are

*K. R. R.*

correct. It may also be certified that no major or minor penalty was imposed on the officer during the last 10 years of his service.

4. Applications received after the due date or without ACRs or otherwise found incomplete will not be considered.

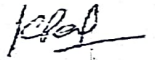


(Krishan Pal)

Under Secretary to the Government of India

Copy to:

- i. Director of Fisheries of all States/UTs
- ii. All Sections/Units/Desks of Department of AHD & F
- iii. Director, CIFNET, Cochin with the request that the above circular may please be circulated to all concerned and got advertised in the Employment News at the earliest
- iv. Director General, FSI, Mumbai
- v. Director, CICEF, Bangalore
- vi. Director, NIFPHATT, Cochin
- vii. Director, NIC with the request to upload this circular on the website of this Department



(Krishan Pal)

Under Secretary to the Government of India