

THE INSTITUTE OF MATHEMATICAL SCIENCES

(An Autonomous Institution under Department of Atomic Energy, Govt. of India)
C.I.T. CAMPUS, THARAMANI, CHENNAI

Advertisement No.08-R-IMSc-2013

Date : 28.06.13

The Institute of Mathematical Sciences [IMSc] is an Autonomous Body funded by Department of Atomic Energy, Government of India, is a National institution which promotes fundamental research in frontier disciplines of the Mathematical and Physical sciences. The Institute follows Central Government pattern of service conditions for its employees.

IMSc invites applications from the eligible citizens of India for filling up of one newly created unreserved post of **Junior Hindi Translator** by direct Recruitment on regular basis.

Details of essential & desirable qualifications, age & required experience:

A] Essential Qualification & Experience:

Master's Degree of a recognised University in Hindi / English, with English / Hindi as a main subject at degree level. OR

Master's Degree of a recognised University in any subject with Hindi and English as main subjects at degree level. OR

Master's Degree of a recognised University in any subject with Hindi / English medium and English / Hindi as a main subject at a degree level. OR

Master's Degree in Hindi / English or in any other subject with Hindi / English medium, with English / Hindi as main subject or a medium of examination at degree level. OR

Bachelor's Degree with Hindi and English as main subjects or either of the two as medium of examination and the other as main subject **plus recognised Diploma / 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 / State Government offices including Government of India undertaking.**

B] Age : Not more than 30 years as on 01.07.2013.

C] Mode of Selection : Selection will be on the basis of initial screening of the applications received, written test only for those whose applications are screened in & called for test and personal interview of only those who qualify in the written test.

D] Pay Band & Grade Pay : Pay Band of Rs.9300 – 34800 [PB-2] plus Grade pay of Rs.4200/- with entry basic pay of Rs.13,500/- [pay in the pay band = Rs.9300 + Grade pay of Rs.4200/-]. In addition, the selected candidate will be entitled for other allowances such as HRA @ 30% of the basic pay, Dearness Allowance, Children Education Allowance, Leave Travelling Concession for self & eligible dependent family members as per rules, Transport Allowance etc., under Central Govt. Rules besides Medical facilities under Contributory Health Service Scheme (CHSS) of Dept.

of Atomic Energy, Kalpakkam Zone for self and eligible dependent family members as per rules

The candidate appointed to the post will be covered under “New Pension Scheme” as notified by the Ministry of Finance, Government of India.

In addition to the normal basic pay in the pay band and allowances mentioned above as admissible under rules, the staff members of this Institute are entitled to attractive financial benefits under various incentive schemes of the Department of Atomic Energy. These benefits are provided in view of special S & T status of the Department of Atomic Energy and subject to review by the Department from time to time.

E] GENERAL TERMS & CONDITIONS:

- 1] Age Relaxation : Admissible for SC/ST/OBC [Physically handicapped/Ex-serviceman candidates as per Govt. of India Rules.
- 2] The prescribed qualifications and experience are minimum. Mere possession of the same will not entitle a candidate to be called for Written test (or) interview.
- 3] **The experience certificate submitted by the candidates should clearly mention the details of areas in which they are having experience.**
- 4] The Institute reserves the right to restrict the number of candidates for written test/interview to a reasonable limit on the basis of qualification, higher percentage of marks and more no. of years of experience, higher than those prescribed in this advertisement. The decision of the IMSc will be final and binding
- 5] The Institute reserves the right to relax any of the qualifications/experience/age, in case of candidate already holding analogous post in Government / State Government / Autonomous Institutions/Universities/R&D Institutions with prior approval of the competent authority.
- 6] The institute reserves the right to fill or not to fill the above post as advertised.
- 7] The Institute also reserves the right to reject any or all the applications without assigning any reasons thereof.
- 8] Persons working in the Central Government / State Government / Public Sector Undertakings/ Autonomous Bodies / Central (or) State Universities, R&D Institutions should submit their applications through proper channel . However, in order to avoid the delay they may send an advance copy of their application along with the attested copies of the certificates as required on or before the last date.
- 9] Those who are unable to submit their application through proper channel may produce **“No Objection Certificate (NOC)”** issued by present employer [Head of Institution (or) Head of the Administration] at the time of test/interview. However, they should submit an undertaking to that effect along with the advance copy of the application.
- 10] Before applying for a post, candidates are advised to satisfy themselves about their eligibility. No interim enquiries / correspondence / communication of any sort will be entertained on the matter.
- 11] Canvassing in any form or bringing any influence, political or otherwise will be treated as a disqualification.
- 12] Applications incomplete in any respect or unsigned and not accompanied with the relevant attested copies of certificates / documents / photograph etc. will summarily be rejected.
- 13] Only outstation SC/ST candidates called for written test/ Interview will be eligible for reimbursement of to and fro Sleeper Class or actual fare by train / Bus Fare by shortest route on production of proof of tickets. However, reimbursement of travelling allowance is not admissible to those SC/ST candidates who are already in Central / State Govt. services, Central / State Govt. corporation, PSUs, Autonomous Institutes, Local Govt. Institution & Panchayats.

14] The candidate selected against this advertisement will be posted in the Institute of Mathematical Sciences, Chennai with Head quarters at Chennai.

How to Apply:

- a) Applications will be accepted strictly in the prescribed format as attached to this advertisement. Candidates are advised to ensure that the application is filled in full in capital letters, legible, preferably typed in English (or) Hindi only.
- b) A recent colour passport size self-attested photograph should be affixed on the place given in the application form and two additional photographs (without attestation with name written on its backside) should be enclosed (kept in an envelope) stapled along with the application form.
- c) No application Fee
- d) The envelope containing the application should be superscribed as **“Application for the post of Junior Hindi Translator against Advertisement No.08-R-IMSc-2013”**
- e) **The application completed in all respects along with the attested copies of all relevant attested copies of certificates in support of educational qualifications, date of birth and experience etc. must reach in a sealed envelope to the “Registrar” at the address given below on or before July 26, 2013. In any case IMSc will not be responsible for any postal delay.**

REGISTRAR
Institute of Mathematical Sciences
(An Autonomous Institution under
Department of Atomic Energy, Govt. of India)
4th Cross Road, C.I.T. Campus.
Tharamani, CHENNAI 600 113.
TAMIL NADU

No correspondence will be entertained with the candidates not called for written test / Interview / Appointment.

“GOVERNMENT STRIVES TO HAVE A WORKFORCE WHICH REFLECTS GENDER BALANCE AND WOMEN CANDIDATES ARE ENCOURAGED TO APPLY”.

Sd/-
REGISTRAR

THE INSTITUTE OF MATHEMATICAL SCIENCES

(An Autonomous Institution under Department of Atomic Energy Govt. of India)
4th CROSS ROAD, CIT CAMPUS, THARAMANI, CHENNAI 600 113

APPLICATION FORM FOR DIRECT RECRUITMENT BY SELECTION

Advt No : 08-R/IMSC-2013
Dated : 28.06.2013

Name of Post applied for: **Junior Hindi Translator.**
Pay Band & Grade Pay: **[Rs.9300 – 34800 [PB-2] +
Grade pay of Rs.4200/-].**

- 1..Name in full (BLOCK letters) : _____
- 2.Date of Birth : _____
- Age as on : (01.07.2013) : _____yrs____months____days
- 3.Father's/Husband's Name : _____
- & occupation : _____
- 4.Sex : Male / Female
- 5.Marital Status : Married / Unmarried
6. Correspondence Address : _____
- _____
- _____
- _____
- Pin Code _____ . Tel No. _____
- Mobile No. _____ E- mail _____
- Nearest railway Station : _____
7. Permanent Address : _____
- _____
- _____
- _____
- _____ Pin: _____
- 8.Nationality : _____
- 9.State of Domicile : _____
- 10.Category : GEN/SC/ST/OBC (non-creamy layer)
/PWD/ Ex. Servicemen: [strikeout whichever is not
applicable)

*As self-attested
recent colored
passport size
photograph of the
Applicant*

13. Are you under any contractual obligation to the Central / State Govt./ PSUs/ Autonomous body? If yes please furnish full details.

14. Details of the Languages you can read, write and speak?

| Sl. No | Language | Read | Write | Speak |
|--------|----------|------|-------|-------|
| | | | | |

15. Details of enclosures : [Please provide a list]

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

16. Any other special information you like to add:

17. Declaration by the applicant:

I hereby declare that I have carefully read and understood the instructions given in the advertisement and that all the entries made in this application by me are true & correct to the best of my knowledge and belief and no relevant information has been concealed. I have not suppressed any information and in case I have given wrong information or suppressed any fact, then my services are liable to be terminated without giving notice or reasons thereof.

Date: _____ **(Full signature of the Applicant)**

Place: _____ **Name :**