



Central Electronics Limited
(A Govt. of India Enterprises)
4, Industrial Area, Sahibabad, Ghaziabad (UP)
Tel. No. 0120-2895143, E-mail: celrecruitment@celindia.com
U32109DL1974GOI007325

Notice for the post of Officer (Rajbhasha) on contract basis

Applications are invited for one post of Officer (Rajbhasha) on contract basis. The qualifications and experience shall be as follows:-

Qualification:-	1) BA degree with Hindi and English Subjects 2) MA degree in Hindi subject
Experience:-	The candidate should have minimum 10 years of experience in implementation of Rajbhasha, including translation from English into Hindi and vice-versa of various references, documents, manuals and other publications of the Company etc.
Age:-	Minimum 35 Years and maximum 62 years as on 01.11.2019
Emoluments:-	Rs.40,000/- per month consolidated

The post is initially for a period of one year, which is further extendable on performance and requirement basis till the attainment of age of 65 years.

Eligible officials may send their bio-data with all certificates and testimonials duly completed in all respects as per Annexure-A attached by **03.12.2019** to Asstt. General Manager (HR), Central Electronics Limited, 4, Industrial Area, Sahibabad – 201010, Ghaziabad (UP) through speed post.

CEL reserves the right to reject any or all applications without assigning any reason(s) thereto. CEL reserves the right to change / modify / cancel the terms and conditions of the empanelment without assigning any reason or notice thereof.

ASSISTANT GENERAL MANAGER (HR)

Annexure – ‘A’

APPLICATION FOR APPOINTMENT OF OFFICER (RAJBHASHA) ON CONTRACT BASIS

1. Name in full (In Block Letters) :
2. Father's/Husband's name :
3. Sex (Male/Female) :
4. Address for communication :
Telephone Number :
Mobile Number :
E-mail Address :
5. Permanent Address :
6. Date of birth :
Age as on 01-11-2019 :
7. Nationality :
8. Marital status :

Self Attested

Photograph

9. Educational/Professional Qualifications
(Starting from Matriculation or equivalent onward)

Sl. No.	Examination Passed	Mode of Education (Full time/Part Time)	Year of Passing	Board/University	Class/ Division	CGPA/% of Marks	Main Subjects

10. Experience (including present employment/ Last employment for retired official)

Sl. No.	Name of Employer	Employment Type (Govt/PSU/Autonomous/Private)	Designation	Pay Scales & Basic Pay	Date of Joining	Date of Leaving & Reason of leaving	Nature of duties performed

11. Languages known:

12. Any Other Information such as experience, training, publications etc in support of suitability of the post

UNDERTAKING

I solemnly declare that

The information given above is correct and complete. If any information at any stage is found incorrect, I shall be responsible for the same.

Name & Signature of the Applicant

Place:

Date: