

GOVERNMENT OF ASSAM
DIRECTORATE OF INFORMATION AND PUBLIC RELATIONS
ASSAM : DISPUR : GUWAHATI-06

No.AE.53/2017/pt/6

Dated Dispur, the 30th June, 2021

ADVERTISEMENT

Online applications are invited from eligible and qualified candidates having valid employment exchange registration in Assam as per the norms stated below for the following posts, purely on temporary and contractual basis. Interested candidates may send their applications in the prescribed application form to email id- diprexam21@gmail.com along with scanned self attested photo copies of relevant documents and one recent self attested passport size photograph on or before July 10, 2021 upto 5 p.m. The standard application form may be downloaded by using the link given below.

<https://dipr.assam.gov.in/portlets/career-recruitment-0>

The engagement period of the posts will depend on the requirement.

Shortlisted candidates will be called for Interview and Practical test in due course.

Name of the posts:

- a) Hindi Translator cum Content Writer- 1
- b) Bengali Translator cum Content Writer-1
- c) Bodo Translator cum Content Writer -1

1. Job Description :

- a) For Hindi Translator cum Content Writer: Translation of any matter from Assamese and English into Hindi and vice versa besides proficiency in writing original content in Hindi.
- b) For Bengali Translator cum Content Writer: Translation of any matter from Assamese, English and Hindi into Bengali and vice versa besides proficiency in writing original content in Bengali.
- c) For Bodo Translator cum Content Writer: Translation of any matter from Assamese, English and Hindi into Bodo and vice versa besides proficiency in writing original content in Bodo.

2. Educational Qualification :

- a) Graduate in any discipline from any Govt. recognized University with Hindi/Bengali/Bodo as their MIL subject.
- b) Candidates must have profound proficiency in DTP in Hindi/Bengali/Bodo along with English and must have knowledge on language specific DTP software.
- c) **Candidates having the below mentioned additional qualifications will be given preference.**
 - ii) Certificate/Diploma in Translation Course in Hindi/Bengali/Bodo from any Govt. recognized institution/organization.
 - iii) Previous experience of translation work.
 - iv) Proof reading skill along with the ability to identify grammatical/ spelling /punctuation errors.

3. Remuneration :

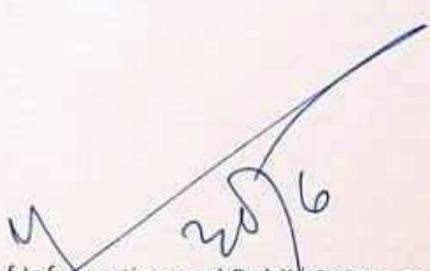
Fixed remuneration @ Rs.31,000/- (Rupees Thirty One Thousand) only per month.

4. **Age limit:** Candidates must not be less than 18 years or not more than 40 years as on 01.01.21. The upper age limit is relaxable by 5 years in case of candidates of SC/ST(P)/ST(H) and 3 years for OBC/MOBC as per Govt. Office Memorandum ABP.6/2016/51 dtd. 02.09.20.

5. Documents required:

- (i) Educational qualification certificates.
- (ii) Experience certificate, if any, may be submitted.
- (iii) Age proof certificate.

N.B : No TA/DA will be paid to the candidates.


Director of Information and Public Relations,
Assam, Dispur, Guwahati-6

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