



**NATIONAL BUILDINGS CONSTRUCTION CORPORATION LIMITED**

[A Government of India Enterprise]

'Committed to Customer's Delight'

**Advt. No. 02 /08**

NBCC, a premier professionally managed progressive public sector enterprise engaged in civil engineering contracting and project management requires **one Hindi Translator** in the IDA pay scale of **Rs.8600-250-14600 (Under Revision)**. Further details are as under :

Sl. No.	No. of posts	Maximum age as on <b>01.06.2008</b> with relaxation in age	Total Experience (Yrs.)	Category of Physically Challenged persons eligible
1	<b>01 Reserved for OH</b>	Gen.(PH) - 40 yrs. SC/ST(PH) - 45 Yrs. OBC(PH) - 43 yrs	05 Years.	OH - Ortho Handicapped person) (OL- One Leg/ OA- One Arm/ BL - Both Leg/ OAL-One Arm & One Leg)

**Qualification and job requirements: -**

Master's degree in Hindi with English upto Degree level or Master's Degree in English with Hindi upto Degree level and **Post Graduate Diploma/ Degree in translation from recognized Institute / University**. Preference will be given to those having journalistic experience and aptitude for public relations work and knowledge of Sanskrit or other Indian language. 05 years experience in terminology work in Hindi or translation from English to Hindi & vice-versa, preferably of technical or scientific nature in Govt./ Semi-Govt./PSU /Autonomous bodies. Those who have experience in construction sector will have a definite edge.

Contd../2-

**GENERAL**

1. Disability of applicants applying against the quota reserved for the physically challenged persons should not be less than 40%.
2. If sufficient number of reserved categories persons are not available on the basis of general standard to fill the vacancy reserved for them, the candidates belonging to this category may be selected on relaxed standards to fill up the vacancy reserved for them provided they are not found unfit for such post.
3. Candidates in Govt./ Semi-Govt. Organization/Public Sector Undertakings and Autonomous Bodies should route their application **"Through Proper Channel"** or furnish **"NO OBJECTION CERTIFICATE"** at the time of written examination /interview failing which you will not be allowed to appear in written examination / interview and reimbursement of rail fare will not be admissible to you under any circumstances.
4. Candidates called for written examination / interview will be paid to and fro II sleeper class rail fare from the nearest railway station of the declared place of residence by the shortest route beyond 30 km. subject to production of rail ticket.
5. Selected candidates should be prepared to serve in any part of the country or abroad where the Corporation has its operations.
6. Fringe Benefits : HRA, CCA, CPF, LTC, gratuity, leave encashment, medical insurance etc.
7. Incomplete/unsigned /late applications will be summarily rejected.
8. Candidates can apply either in English or in Hindi & they can opt either English or Hindi for interview.

The envelope should be superscribed with the Advt. No. and post applied for. Applications may be sent in the enclosed prescribed format to the **General Manager (P&IR), NBCC Limited, NBCC Bhawan, Lodhi Road, New Delhi-110003 latest by 12.08.2008.**

**APPLICATION FORM FOR EMPLOYMENT IN NBCC**

**(Advt. 02/2008)**

Affix your  
recent  
passport size  
photograph  
here

POST APPLIED FOR :

HINDI TRANSLATOR

1. NAME (IN CAPITALS)

2. FATHER'S /HUSBAND'S  
NAME

3. GENDER

M	F
---	---

4. DATE OF BIRTH

DD		MM		YYYY			
Y		M					

5. AGE (AS ON 01.06.08)

--	--

6. Indicate the category you belong to :

GEN / SC/ST/OBC [ Non-Creamy Layer] / EX. SERVICEMAN(strike off in applicable)

If belongs to SC/ST/OBC/, State sub-caste.....

7. PHYSICALLY CHALLENGED : OH ( OL / OA / BL / OAL)

Cont./- 2

8. ADDRESS : STATE OF DOMICILE :

MAILING	PERMANENT	FULL ADDRESS OF PRESENT EMPLOYER
PIN CODE :	PIN CODE NO.	PIN CODE NO

9. Telephone No. with STD Code :

10. ACADEMIC AND PROFESSIONAL QUALIFICATIONS (University Degree and onwards) :  
( with attested photocopies)

EXAMN. PASSED	Whether Full time / part time course	Duration of the course	Name of the Institution	Name of the University	Month & Year of Passing	Rank/ Class / Divn. obtained / % of marks

11. Particulars of experience : ( with attested photocopies)

S.No.	Name & Address of the Employer	Post held	Period		Total	Job description in brief	Pay scale / Salary drawn
			From	To			

:: 3 ::

12. Proficiency in use of computer and computer software :      Yes    /    NO

13. Brief sketch not exceeding 200 words about achievements made in the present assignment :

**( separate sheet may be enclosed as Annexure )**

14. Certified that the information furnished above are true to the best of my knowledge :

Place :

Date :

SIGNATURE OF THE CANDIDATE

FOR OFFICE USE ONLY

--