

Delhi Electricity Regulatory Commission

Viniyamak Bhawan, C-Block, Shivalik, Malviya Nagar, New Delhi – 110 017.

“Engagement of Staff Consultant (Rajbhasha Adhikari / Hindi Translator) in DERC”

1. Introduction:

Delhi Electricity Regulatory Commission was constituted by Govt. of NCT of Delhi Notification No. F.11 (28)/98-EB/341 dated 03.03.1999 to regulate the generation, transmission and distribution of electricity in Dehli so as to promote competition, efficiency and economy in the activities of Electricity Industry in National Capital Territory of Delhi.

In compliance of provisions contained in National Rajbhasha Policy, all regulations, tariff Orders, petitions, staff paper, advertisements (both Vacancy and public awareness) , Annual Report/ Annual Accounts etc. of DERC are required to be published in Hindi (apart from English).

Delhi Electricity Regulatory Commission has, therefore, felt the need of engaging Rajbhasha Adhikari / Hindi Translator owing to increase in the quantum of work of Hindi, in accordance with DERC (Appointment of Consultant) Regulations, 2014. The **Staff Consultant (Rajbhasha Adhikari / Hindi Translator)** supposed to be engaged by the Commission would assist and co-ordinate with various Divisions of the Commission in matters related to translation of documents into Hindi, arranging training programmes, promotion of official language etc.

2. Scope of Work:

(a) Translation of documents into Hindi: The main responsibility of a Rajbhasha Adhikari is to translate the official documents, all regulations, petitions, staff paper advertisements etc. of DERC into Hindi. The circulars and notices circulated by the Commission are to be sent in both English and Hindi and it is the Rajbhasha Adhikari who ensures that this is complied properly.

(b) Arranging Training Programmes: To conduct regular workshop for the officials of the Commission so that they are also used to the official language of the country and use it as much as possible in the daily operations of the Commission.

(c) Promotion of Official Language:- The specialist officers in the cadre of Rajbhasha Adhikari are recruited to the purpose of complying with the government directive that the official language of the Commission should be used in official communications along with English. Rajbhasha Adhikari officer is there to ensure this.

(d) Management of Hindi literature in DERC library.

(e) Besides above, any work assigned to him

3. Qualifications and Experience:

Sl. No.	Essential qualification	Desirable qualification	Consolidated monthly fee
1.	<p>Master's Degree of a recognized University in Hindi with English as a compulsory or elective subject or as the medium of examination at degree level.</p> <p style="text-align: center;">OR</p> <p>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.</p> <p style="text-align: center;">OR</p> <p>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 a examination at the degree level;</p> <p style="text-align: center;">OR</p> <p>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 a examination at the degree level;</p> <p style="text-align: center;">OR</p> <p>Master's degree of a recognized university in any subject other than Hindi or English, with Hindi and English as compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at degree level;</p> <p style="text-align: center;">AND</p> <p>Recognised Diploma or Certificate course in translation from Hindi to English & vice versa or two years' experience of translation work from Hindi to English and vice versa in Central or State Government office, including Government of India Undertaking.</p> <p>Note : Qualifications are relaxable at the discretion of the Competent Authority in the case of candidates otherwise well qualified.</p>	Working experience of translation related with electricity sector.	Rs.40000/- to Rs.45000/- depending on qualification and experience.

4. The application should be accompanied with documents of Educational Qualification, Experience, latest Salary Slip etc. If the application does not accompany with requisite documents, the candidature of the applicant will not be considered.
5. Incomplete application will not be entertained and the candidature of the applicant for the post will not be considered.
6. Incomplete application or application submitted in a different format is liable to be summarily rejected.
7. Last date of application: The **last date** for submission of application is **09.08.2016**.

Secretary, DERC