

F.No.Z-16019/01/2019-Estt/
National Human Rights Commission
(Establishment Section)

Dated, the 26th December, 2019

**ENGAGEMENT OF TRANSLATORS FOR TRANSLATION WORKS IN THE
NATIONAL HUMAN RIGHTS COMMISSION ON TEMPORARY BASIS**

Applications are invited from serving Government servants/employees working in autonomous bodies, serving and former employees of NHRC, Delhi and NCR based volunteers (Graduates) for preparation of a panel of Translators for translation of complaints/correspondence and reports received in the following languages into English, in the Commission.

- 1) Malayalam
- 2) Tamil
- 3) Marathi
- 4) Gujarati
- 5) Telugu
- 6) Punjabi
- 7) Bengali

The engagement will be initially for a period of one year subject to further extension based on his/her performance. They shall be paid an honorarium of Rs.330/- per thousand words for handwritten translation and Rs.350/- per thousand words for typed translation.

Essential qualifications:-

- (i) The volunteers should possess a degree of Graduation or its equivalent, as recognized by the Government of India.
- (ii) Must have good knowledge of English as well as the language concerned.
- (iii) Preference will be given to those having experience in translation work.

The volunteers will have to collect complaints or reports from the office of the Commission and to return the same, within a week, along with the translated version. They will not be eligible for any conveyance, travelling allowance for this purpose.

Interested and eligible candidate may send their complete Bio-data in the enclosed format (Annexure-1) to The Assistant Registrar (Law), Scrutiny Branch-III, National Human Rights Commission, Manav Adhikar Bhawan, C-Block, GPO Complex, INA, New Delhi-110023, by post or by hand, on or before 24th January, 2020.



(Sanjay Kumar)

Under Secretary (GA/Estt)

011-24663298

nhrcestt@nic.in

Encl: Annexure-I

APPLICATION FOR THE ENGAGEMENT OF TRANSLATORS FOR TRANSLATION WORKS IN THE NATIONAL HUMAN RIGHTS COMMISSION ON TEMPORARY BASIS

Affix recent
Passport size
Photo here

Name -

Date of Birth -

Language for which applied -

Present Address -
.....
.....

Telephone No. -

Mobile No. -

Email ID -

Educational Qualifications -

Class	Board / University	Year	Subjects taken	% of marks obtained
10 th				
12 th				
Graduation				
Post Graduation				

(Separate sheet may be used, if necessary)

Experience, if any -
.....

Name, address and Contact No. -
of office where working at present
(in case of serving govt. servant)

Date

(Signature with name)