



File No. E.12016/1/2019

Dated: 28/09/2019

भारत सरकार
कर्मचारी चयन आयोग
(उत्तर पश्चिम क्षेत्र)
कार्मिक, लोक शिकायत और पेंशन मंत्रालय,
केंद्रीय सदन, सेक्टर-9ए,
चण्डीगढ़ - 160009.

Government of India
Staff Selection Commission
(North West Region)
Ministry of Personnel, Public
Grievances & Pensions,
Kendriya Sadan, Sector 9-A,
Chandigarh - 160009.

Tele No. 0172- 2744366, 2749378, Fax No. 0172-2742144 E-mail: sscnwrgoi@gmail.com Website:

www.sscnwr.org

NOTICE FOR CALLING CANDIDATES FOR DOCUMENT VERIFICATION FOR RECRUITMENT OF JUNIOR HINDI TRANSLATORS, JUNIOR TRANSLATORS, SENIOR HINDI TRANSLATORS & HINDI PRADHYAPAK(CHTI) EXAMINATION, 2018

Document Verification of the below mentioned candidates qualified in written part of Recruitment of Junior Hindi Translators, Junior Translators, Senior Hindi Translators & Hindi Pradhyapak(CHTI) Examination, 2018 will be held on 04.10.2019. Call letter for Document Verification will not be sent by post. Please see the below schedule and attend the Document Verification (DV) along with the documents mentioned therein. Candidates are advised to ensure that they meet all the eligibility criteria as per the Notification. Candidates should read instructions carefully and thoroughly and follow them. They must bring all original as well as photo copies of the required certificates for the Document Verification. Individual call letters will not be issued.

Note: Candidates who do not attend document verification will not be considered for final selection.

LIST OF CANDIDATES FOR DOCUMENT VERIFICATION

Sl. No.	Roll No	Name	Category	Date of DV	Batch	Reporting Time
1.	1004000003	NIRANJAN KUMAR	OBC	04.10.2019	1	09:30 AM
2.	1401000005	GURDEEP SINGH	SC	04.10.2019	1	09:30 AM
3.	1401000182	POONAM VERMA	OBC	04.10.2019	1	09:30 AM
4.	1403000154	KIRNDEEP KAUR	OBC	04.10.2019	1	09:30 AM
5.	1601000011	SAUMYA SINHA	UR	04.10.2019	1	09:30 AM
6.	1601000016	BINOD KUMAR SAH	OBC/ESM	04.10.2019	1	09:30 AM

7.	1601000037	SURBHI	SC	04.10.2019	1	09:30 AM
8.	1601000198	SEEMA	UR	04.10.2019	1	09:30 AM
9.	1601000263	SHASHANK BHATNAGAR	UR	04.10.2019	1	09:30 AM
10.	1601000274	DINESH KUMAR	UR/ESM	04.10.2019	1	09:30 AM
11.	1601000350	SURENDER SINGH	UR/ESM	04.10.2019	1	09:30 AM
12.	1601000438	RAM NIWAS	SC	04.10.2019	1	09:30 AM
13.	1601000441	SHASHI BALA	OBC	04.10.2019	1	09:30 AM
14.	1601000451	VIVEK KUMAR	ST	04.10.2019	1	09:30 AM
15.	1601000515	MALLIKA SUNALI	UR	04.10.2019	1	09:30 AM
16.	1601000713	MEENU BHARTI	OBC	04.10.2019	1	09:30 AM
17.	1601000910	SHIVKESH	UR/VH	04.10.2019	1	09:30 AM
18.	1601000913	YADAV JAGDISHCHANDRA MUNIRAJ	OBC/ESM	04.10.2019	1	09:30 AM

Address of the Venue for Document Verification:-

**Staff Selection Commission(NWR),
Block No. 3, Ground Floor,
Kendriya Sadan Building,
Sector – 9A, Chandigarh.**

विशेष निर्देश / Special Instructions

1. CANDIDATES ARE ADVISED TO GO THROUGH THE INSTRUCTIONS ATTACHED AND ALSO NOTICE OF EXAMINATION CAREFULLY.
2. Thorough identity verification of the candidate and Biometric Finger print / Handwriting Sample as well as photograph of each candidate will be taken to prevent impersonation. In case of suspicion of impersonation at any stage, strict action i.e. Initiation of criminal proceedings by lodging FIR would be taken, apart from debarring from SSC Exams.
3. Candidates have opportunity for submitting options for post preferences during online documents verification. Option once exercised would be final. Therefore, candidates are advised to bring option form duly filled, in format (as enclosed herewith) after going through various eligibility conditions carefully as per details in the Notice of Examination and corrigendum, if any.
4. **Candidates should note that the Date of Birth as recorded in the Matriculation/ Secondary Examination certificate or an equivalent certificate only, will be accepted by the Commission for determining the age eligibility and no subsequent request for its change will be considered or granted. If the Date of Birth filled by the candidate in Application Form is found mismatched with the Date of Birth on Matriculation Certificate, candidature will be rejected.**

महत्वपूर्ण निर्देश / Important Instructions

1. Candidates must bring the following documents, in original and a XEROX, duly self attested respectively.

- (i) Matriculation/High School/Higher Secondary School/equivalent certificate, issued by the State/Central Education Board showing your date of birth(in Christian Era) and NOT by the Principal/Headmaster of the School/Institution where studied.
- (ii) Educational Certificates i.e., Master Degree/Degree/Intermediate/Higher Secondary etc., in support of your educational/technical/professional qualifications and subjects studied at various levels and mark sheets pertaining to all the years of each course indicating the subjects studied in each year, as claimed in your application. **Please note that you must prove your eligibility by producing clear documentary evidences at the time of Document Verification. No further opportunity would be granted if not able to prove fulfillment of Essential Educational Qualification including subject, experience, medium etc as per notice and corrigendum, if any.**
- (iii) In case you are appearing as a Departmental Candidate, necessary certificate in support of qualifying period of service, from the Department Concerned. Age relaxation to the Departmental Candidate would be permissible after producing '**No Objection Certificate**' from the Department Concerned.
- (iv) **Ex-Servicemen:-** Complete Discharge Certificate within the stipulated time of one year from the CLOSING DATE OF RECEIPT OF APPLICATION i.e. **19.11.2018 (the discharge certificate should not have been issued after the date 18.11.2019)**. Ex-servicemen who have already secured employment in civil side under Central Government in Group "C" & "D" posts on regular basis after availing of the benefits of reservation given to ex-servicemen for their re-employment are **NOT eligible for fee concession**. However, he/she can avail of the benefit of reservation as ex-serviceman for subsequent employment if he/she immediately, after joining civil employment, gives self-declaration/undertaking to the concerned employer about the date-wise details of application for various vacancies for which he/she applied for before joining the initial civil employment as mentioned in the OM No. 36034/1/2014-Estt(Res) dated 14.08.2014 issued by DoP&T.
- (v) Candidates who wish to be considered against vacancies reserved or seek age-relaxation must submit requisite certificate from the Competent Authority, in the prescribed format, whenever such certificates are sought by concerned Regional/Sub Regional Offices of the Commission at the time of Document Verification. Otherwise, their claim for SC/ST/OBC/PH(PwD)/ ExS status will not be entertained and their candidature/ applications will be considered under the **UR[General] Category**. The formats of the certificates are annexed. Certificates in any other format will not be accepted. A person seeking appointment on the basis of reservation to OBCs must ensure that he/she possesses the caste/ community certificate and does not fall in creamy layer on the crucial date. The crucial date for this purpose will be as the closing date for receipt of applications i.e. on **19.11.2018**.
- (vi) **All PH candidates must produce their Disability Certificate as per Govt. of India's prescribed format only, which is mandatory.** It is mandatory to produce the certificate (if applicable) in the prescribed format as per the Notice of Examination. The prescribed format can be downloaded from www.sscnwr.org and www.ssc.nic.in and submit the same at the time of Document Verification. **There must be clear mention of disability type i.e. VH/HH/OH etc. and also the affected part i.e. 'One Arm', 'One Leg', 'Both Arms', 'Low vision' etc should be clearly and specifically mentioned by the Medical Authority.**
- (vii) Certificates in support of claim regarding experience, indicating the nature of duties performed, the functions of the organization, time period, where such experience was gained.

(viii) Two recent passport size photographs along with photo bearing original identity cards.

2. If you do not produce above mentioned relevant documents, you will not be admitted for the Documents Verification under any circumstances, whatsoever, and no further opportunity will be accorded to take the Documents Verification.
3. If any candidate finds a mismatch between his/her name, roll number and category, he/she must bring it to the notice of the respective Regional Office of the Commission immediately. Any change in your present postal address should also be communicated to this office immediately, showing your Roll Number, Name of the Examination and the changed address.
4. Your candidature is **PROVISIONAL**. Candidates are called for document verification subject to their fulfilling all the eligibility conditions/requirements as prescribed for the respective posts in the 'Notice of Examination' and also subject to thorough verification of their identity with reference to their photographs, signatures, handwritings, preference, etc., on the application forms, admission certificates, etc. If, on verification, it is found that any candidate does not fulfill any of the eligibility conditions, he/she will not be considered for final result. You must therefore ensure that you fulfill all the conditions of eligibility including the Essential Qualifications as laid down in the Notice of the examination. If at any stage it is found that you do not fulfill any of the conditions of eligibility, your candidature will be cancelled and no appeal against such cancellation will be entertained. The fact that you have been called for Document Verification does not confer any right to be treated as eligible in all respects for appointment or to be considered for Document Verification. To avoid any disappointment at a later stage, you are advised to recheck whether you meet all the eligibility criteria laid down on the crucial date prescribed for the post/examination in question.
5. No Travel Allowances will be paid by the Commission for appearing for Document Verification. Please note that date, time and venue of Document verification is final and no request for change will be entertained. In case you fail to attend the Documents Verification, it will be presumed that you are not interested in the post and your candidature will be treated as "CANCELLED". No further correspondence will be entertained in this regard.
6. The Option Form is available on www.sscnwr.org.


Assistant Director

Staff Selection Commission
(Option Form)

Detailed Option Form for Junior Hindi Translator, Junior Translator, Senior Hindi Translator and Hindi Pradhyapak Examination, 2018

Name of the Candidate _____

Roll No _____ candidates should indicate their options, in order of preference, separately for the post in the following Format:

1. Posts for which you are eligible (Please write – Yes / No)

Post Code	Name of the Posts	Please write (Yes / No)
B	Junior Translator in M/o Railway (Railway Board)	
C	Junior Translator in Armed Forces Headquarters (AFHQ)	
D	Junior Translator/ Junior Hindi Translator in subordinate offices who have adopted Model RRs of DOP&T for JT/ JHT	
E	Senior Hindi Translator in various Central Government Ministries/ Departments/ Offices	
G	Hindi Pradhyapak in Central Hindi Training Institute (CHTI)	

2. Code of Ministries/ Departments/ Offices for giving preference:

(B) Junior Translator in Level – 6 (Pay Scale of Rs. 35400-112400) in M/o Railway (Railway Board):

Code	Name of Department
B1	M/o Railway

(C) Junior Translator in Level – 6 (Pay Scale of Rs. 35400-112400) in Armed Forces Headquarters (AFHQ)

Code	Name of Department
C1	M/o Defence {O/o the JS(TRG) & CAO} AFHQ

(D) Junior Translator/ Junior Hindi Translator in Level – 6 (Pay Scale of Rs. 35400-112400) who have adopted Model RRs of DoP&T for JT/ JHT :

Code	Name of Department
D1	Central Administrative Tribunal (CAT)
D2	M/o Mines
D3	Office of the Comptroller & Auditor General of India (C&AG)

D4	Central Board of Indirect Taxes (CBIT), (D/o Revenue)
D5	IHQ MOD (N)/ DCMPR
D6	D/o Industrial Policy and Promotion
D7	D/o Food & Public Distribution

(E) Senior Hindi Translator in Level – 7 (Pay Scale of Rs. 44900-142400) in the various Central Government Ministries/ Departments/ Offices:

Code	Name of Department
E1	M/o Defence {O/o the JS(TRG) & CAO} AFHQ
E2	M/o Environment & Forests & Climate Change
E3	Directorate of Enforcement (D/o Revenue)
E4	IHQ, MOD (N), DCMPR
E5	Air Headquarters

(G) Hindi Pradhyapak in Level – 8 (Pay Scale of Rs. 47600-151100) in Central Hindi Training Institute (CHTI):

Code	Name of Department
G1	Rajbhasha Vibhag (MHA), Central Hindi Training Institute

Please indicate Code of Ministries/ Departments/ Offices in the order of preference in the boxes given below:

1	2	3	4	5	6	7	8	9	10
11	12	13	14	15					

The options exercised above are final. I am also fully aware that no change in the Order of Preference (s) in the options exercised by me above would be permitted.

Signature of candidate : _____

Name of candidate : _____

Date : _____