Applications on prescribed form are invited for filling up one post of Urdu Translator (General Category), in the pay band of ₹ 10300-34800, Plus Grade Pay ₹ 4400/- plus usual allowances as admissible from time to time.

Qualification No candidate shall be eligible to appear in the Competitive Examination unless he/she holds a degree of Bachelor of Arts or Bachelor of Science or equivalent thereto of a recognized University with a minimum of 55% marks with Urdu as elective subject.

The syllabus for the written competitive examination for recruitment to the vacancies of Translators shall consist of the following subjects. The maximum and the qualifying marks fixed for each subject are shown as under:

<table>
<thead>
<tr>
<th>Sr No</th>
<th>Subject</th>
<th>Maximum Marks</th>
<th>Qualifying Marks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>English Composition</td>
<td>100</td>
<td>33%</td>
</tr>
<tr>
<td>2</td>
<td>Translation into English</td>
<td>50</td>
<td>33%</td>
</tr>
<tr>
<td></td>
<td>1) Civil Judgments in Urdu</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2) Criminal Judgments in Urdu</td>
<td></td>
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<tr>
<td></td>
<td>3) Newspaper Article in Urdu</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Urdu reading of manuscript from some Judicial file</td>
<td>50</td>
<td>33%</td>
</tr>
<tr>
<td>4</td>
<td>Urdu language test</td>
<td>50</td>
<td>33%</td>
</tr>
<tr>
<td>5</td>
<td>Type writing with a minimum speed of 30 w.p.m</td>
<td>Qualifying only</td>
<td></td>
</tr>
</tbody>
</table>

No candidate shall be considered to have qualified in the competitive written examination, unless he/she obtains 50% marks in aggregate and qualifying 33% marks in each subject.

Age The age of candidates belonging to the General Category should not be less than 18 years and more than 27 years as on the last date i.e. 23.09.2013.

The applications on the proforma given below, complete in all respects accompanied by Demand Draft of ₹ 500/- (Rupees Five Hundred only) drawn on any nationalized bank payable at Chandigarh in favour of The Registrar General, High Court of Punjab and Haryana, Chandigarh should reach the office of The Registrar Recruitment, High Court of Punjab and Haryana, Chandigarh 160001 on or before 23.09.2013 upto 5.00 P.M. together with copies of certificates and photograph duly attested.
APPLICATION FORM FOR THE POST OF URDU TRANSLATOR
(To be filled in by the candidate)

1. Name of the candidate ______________ (in block letters)

2. (i) Father’s Name ______________
   (ii) Mother’s Name ______________

3. Permanent Address ______________

4. Address for correspondence ______________
   Telephone/Mobile No. ______________

5. (i) Date of Birth as entered in the matriculation examination or its equivalent. ______________
   (ii) Age as on 23.09.2013 _______Year______Months___Days
   (iii) Sex (Male/Female) ______________

6. Educational qualification (matric onward):

<table>
<thead>
<tr>
<th>Name of Board/University</th>
<th>Exam passed</th>
<th>Total Marks</th>
<th>Marks obtained</th>
<th>% age</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

7. Whether the candidate is in Govt. Service? ______________
   If yes, give details of service.

8. Whether the application is being routed through proper channel? ______________

9. Was the candidate ever arrested/detained in police or judicial custody or ordered to be bound down in security proceedings or convicted for any offence. If so, give details. ______________

10. Whether the candidate has previously served in any Govt. Department? If yes, whether he/she was discharged, removed or dismissed. Give details. ______________

11. Whether the candidate has any relative in the Service of the High Court or any Court Subordinate thereto in the States of Punjab Haryana, and U.T., Chandigarh? If yes, give particulars. ______________

12. Details of Bank Draft No.____Date____Bank______
   Amount____________________

Place __________
Dated__________

(Signature of the candidate)
“Declaration to be given by the candidate”

I solemnly affirm and declare that the particular(s)/information given by me in column numbers 1 to 12 above is/are true and correct to the best of my knowledge and belief and nothing has been concealed therefrom. I further undertake that in the event of any of the particular(s)/information given above is/are found to be incorrect/false at any stage, my candidature/appointment may be treated as cancelled/terminated and I shall not lay claim to anything on the basis thereof.

(Signature of the candidate)

Note

(i) Candidates must apply on the prescribed form only.

(ii) Applicants already working in Subordinate Courts or Offices of the Govt. of State of Punjab, Haryana and U.T., Chandigarh should route their applications through proper channel.

(iii) Applicants should affix their latest passport size photograph on the space specified in the application form.

(iv) Candidates should ensure that they fulfill all the eligibility conditions for applying to the post as on 23.09.2013.

(v) On verification of the testimonials/documents, if at any stage, it is found that a candidate does not fulfill any of the eligibility conditions, his/her candidature will be cancelled without any notice or further reference.

(vi) Applications complete in all respects must reach this Court by 23.09.2013.

(vii) Any application received by the office after the last date by post or otherwise will not be entertained under any circumstances.

(viii) Fee once paid will not be refunded.

(ix) The High Court reserves the right to shortlist the candidates/applicants to be called for the written test in the event of receipt of large number of applications.

(x) All other conditions of recruitment not covered in the notice above shall be regulated as per the relevant provisions of the High Court Establishment (Appointment and Conditions of Service) Rules 1973, as amended from time to time.

Sd/-

REGISTRAR RECRUITMENT