



उत्तर पूर्वीय पुलिस अकादमी / North Eastern Police Academy

भारत सरकार / Govt. of India

गृह मंत्रालय / Ministry of Home Affairs

उमसाव / Umsaw, मेघालय / Meghalaya/ 793 123

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Dated 3/12 / 2022

To,

1. The Director/Director General of IB, CBI, BSF, CISF, ITBP, BPR&D, NSG, SPG, NIA, NCB, NCRB, Assam Rifles, DCPW, SSB, NDRF and SVP NPA, LNJNI NICFS, FSLs, CRPF, Re-Settlement, Ministry of Defence
2. The Director General of Police of all States/UTs.
3. The Section Officer, PC Section, MHA, New Delhi – for uploading on MHA's website.
4. The Departmental of personnel & Training, Ministry of Personnel, PG and Pensions, Govt. of India, North Block, New Delhi, 110001 – for uploading on DOPT website.
5. Computer Section, NEPA – for uploading on Academy's website

**Sub: Inviting nomination for filling the post of "Assistant Director (Official Language)", General Central Service Group- "A" Gazetted, Non-Ministerial in Level-10 of the Pay Matrix in North Eastern Police Academy, Umsaw by deputation (Including short term contract) / absorption - reg.**

Sir,

Nominations are invited for 01 post of "Assistant Director (Official Language)", General Central Service Group- "A" Gazetted, Non-Ministerial in Level-10 of the Pay Matrix as per 7<sup>th</sup> CPC in this Academy on deputation (Including short-term contract) / absorption basis.

2. The eligibility criteria (educational qualifications, experience, etc.) are furnished in the enclosed **Annexure-I**. The candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

3. It is requested that the above post may kindly be circulated among all Departments / Institutions / Offices under your charge and also hosted on websites. The nominations of eligible officers along with, (a) their bio-data in the prescribed proforma (**Annexure-II**) duly attested, (b) Copies of Annual Confidential Reports for the last five years (2017-18, 2018-19, 2019-20, 2020-21 & 2021-22) duly attested by an officer not below the rank of Deputy Secretary, (c) details of major and minor penalties for the last 10 years and (d) Certificate(s) of Integrity, Vigilance and Cadre Clearance, may please be forwarded to this Academy **through proper channel** at the earliest and in any case not later than 60 days from the last day of the date of publication of the advertisement in the Employment News.

4. Application received incomplete in any respect or those not accompanied by the documents / information mentioned in para 3 above will **NOT** be considered. The cadre controlling authorities may kindly ascertain that the particulars sent by the officers are correct as per the service record. Officer may elect to draw either the pay in the scale of pay of deputation post or his Basic Pay in the parent cadre as per rule.

Encl: Annexure I & II



*Gogoi*  
2/12/22

(Dr. S. Gogoi)  
CMO (NFSG) / HOO

**Details of the post of “Assistant Director (Official Language)” in North Eastern Police Academy,  
Umsaw-793123**

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1. Name of the Post : Assistant Director (Official Language).
2. Classification of the post : General Central Service, Group- “A” Gazetted, Non-Ministerial.
3. Scale of Pay : Pay Band – 3: Rs.15600-39100 plus grade pay of Rs.5400 (Level – 10 of Pay Matrix of 7<sup>th</sup> CPC).
4. DA, HRA & other allowances : As admissible under Central Govt. Rules amended from time to time.
5. Deputation - Duty Allowance : As admissible under Central Govt. Rules amended from time to time.
6. Method of Recruitment : By deputation (ISTC) / absorption.
7. Eligibility Criteria :

Officers from the Central Government / State Governments / Union Territories / recognized research Institutions / Public Sector undertakings / Semi-Government/ Statutory or autonomous organizations:

- (a) (i) Holding analogous post on regular basis in the parent cadre or Department; or  
(ii) With three years’ service in the grade rendered after appointment thereto on regular basis in posts in Pay Band-2 Rs.9,300-34,800/- with Grade Pay of Rs.4,600/-; (revised Pay Matrix Level-7); and
- (b) Possessing the following educational qualifications and experiences: -

**Essential:**

Master’s Degree of a recognized University in Hindi with English as a compulsory or elective subject or as the medium of examination at the Degree level; or

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; or

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 examination at the Degree level; or

Master’s Degree of a recognized University in any subject other than Hindi or English with English medium and Hindi as a compulsory subject or as a medium of examination at the Degree level; or

Master’s Degree of a recognized University in any subject other than Hindi or English with Hindi and English as compulsory or elective subject or either of the two as a medium of examination and the other as a compulsory or elective subject at the Degree level; or



*[Signature]*  
2/12/22



(ii) Three years' experience of using / applying terminology (terminological work) in Hindi and translation work from English to Hindi or vice versa, preferably of technical or scientific literature under Central / State Governments / Autonomous body / Statutory / Organisations / Public Sector undertakings / Universities or recognized research or educational Institutions; or

Three years of experience of teaching in Hindi and English or Research in Hindi or English under Central / State Governments / Autonomous body / Statutory Organisations / Public Sector undertakings / Semi-Government / Statutory or Autonomous Organisations / Universities or recognized research or educational Institutions.

**Desirable:**

Studied one of the languages other than Hindi included in the 8<sup>th</sup> Schedule of the Constitution at 10<sup>th</sup> level from a recognized Board.

8. Deputation period : Period of deputation Including short term contract including the period of deputation including short term contract in another ex-cadre post held immediately preceding this appointment in the same or some other organizations / department of the Central Government shall not exceed three years. The maximum age limit for appointment by deputation including short term contract shall not be exceeding fifty-six years, as on the closing date of receipt of application.
9. Nature of Duty : The Assistant Director (Official Language) will be responsible to teach Hindi to the Police Officers attending various courses at NEPA from Non-Hindi speaking region. He will be responsible for translating official documents to Hindi and vice versa and also responsible to organize training programs for the Academy staff to promote use of Hindi in line with the Government's Policy. Besides that, the officer will require to perform any other task assigned to him by superior authority.
10. Selected candidate will have the option to draw his/her basic pay in the scale of pay of his/her parent department plus following Allowances admissible during the period of deputation or pay and allowances of deputation post.
- (a) Deputation Duty Allowance @ 10% on revised basic pay of pay matrix.
- (b) SDA @ 10% on revised basic pay matrix
- (c) Transport Allowance as per slab & other facilities like Rent free accommodation, Medical, Education, Welfare etc.



*Gogoi*  
2/12/22  
(Dr. S. Gogoi)  
CMO (NFSG) / HOO

