



requires

Assistant (Translation) and Assistant(Hindi)

[Rectt.Advt.No.03/2008](#)

Visakhapatnam Steel Plant, India's first shore-based integrated Steel Plant, invites applications from qualified and competent personnel for the following posts in Hindi Cell at Visakhapatnam.

Sl. No.	Post	Scale of Pay and Grade (Pay scales under revision)	Vacancies (Reservation)	Upper Age Limit (as on 31.3.2008)	Post qualification Experience
1	Assistant (Translation)	Rs.4800-133-5731-140-7551 (S-6)	1 (Unreserved)	35 yrs.	02 yrs.
2	Assistant (Hindi)	Rs.4800-133-5731-140-7551 (S-6)	1 (SC)	40 yrs.	02 yrs.

Those domiciled in the state of Jammu & Kashmir from 01.1.1980 to 31.12.1989 will be allowed 5 years relaxation in upper age limit.

Besides pay, the posts carry benefits of Industrial Dearness Allowance, company house/HRA, free medical benefits, LTC, conveyance allowance, production incentive, etc. and a superannuation package consisting of Gratuity, Contributory Provident Fund, contribution to Superannuation Benefit Fund, etc.

QUALIFICATION & EXPERIENCE:

Sl.No.1: Assistant (Translation);

Qualification: M.A. (Hindi) and Diploma in Hindi translation from a recognized Indian University / Institute.

Diploma in Journalism & Mass communication is desirable.

Sl.No.2: Assistant (Hindi);

Qualification: M.A. (Hindi) from a University.

Knowledge of Software like MS Office Adobe PageMaker, Adobe Photoshop is essential.

Experience for Sl.No.1&2: Required 2 years Post Qualification experience should be in Hindi translation and teaching.

SELECTION PROCESS:

For Sl.No.1&2: Selection will be through written test, job test and interview to be held at Visakhapatnam.

APPLICATION FEES:

A/c payee Demand Draft for **Rs.300/-** drawn on a scheduled bank in favour of **"Rashtriya Ispat Nigam Limited, Visakhapatnam Steel Plant"** payable at **Visakhapatnam**. Candidate's name, address and post applied for, must be written on the reverse of the Demand Draft. SC candidates for Assistant (Hindi) post are exempted from this payment.

HOW TO APPLY:

Interested eligible candidates should apply on white paper (A-4 size) giving full particulars like – Post, Name, Father's name, Date of Birth, Category, Qualifications, Experience, Knowledge on Computer etc.

Application filled-up in BLOCK CAPITAL LETTERS in **ENGLISH** and duly signed and accompanied by two recent passport size photographs and self-attested copies of certificates/testimonials relating to age, category, educational qualifications, experience, etc. should be sent to "AGM (Personnel)-Recruitment, Room No.232, Main Administrative Building, Visakhapatnam Steel Plant, Visakhapatnam-530 031" so as to reach latest by 12.5.2008.

GENERAL TERMS AND CONDITIONS:

1. Candidates employed in PSU / Govt. / Quasi-Govt. organizations should produce NOC at the time of interview.
2. To & fro rail fare by the shortest route (sleeper class) will be reimbursed for attending interview on production of **ticket numbers**. No reimbursement will be done for attending written test / job test.
3. Applications which are incomplete, illegible, unsigned or without being accompanied by application fees/exemption certificate and certificates relating to age, qualification, experience, and category or received after the closing date are liable for rejection and forfeiture of DDs.
4. Depending on the requirement, the Company reserves the right to cancel / restrict/ enlarge / curtail the vacancies and the recruitment process without any further notice and without assigning any reason thereof.
5. RINL, VSP will not be responsible for any postal delay / wrong delivery / non-delivery of any communication at any stage of the recruitment process.
6. The decision of RINL, VSP in all matters relating to eligibility, acceptance / rejection of the applications, issue of call letters, penalty for false information, mode of selection, conduct of written examination, allotment of examination centres, interview, verification of testimonials and selection will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection.
7. Canvassing in any form shall disqualify the candidature.