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GOVERNMENT OF INDIA
CABINET SECRETARIAT

Advertisement No. 1/2022	Closing Date : 04/03/2022
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Applications are invited from **Indian Nationals** for direct recruitment in the grade of **Deputy Field Officer (GD)** [Group 'B', non-gazetted] in following languages in Cabinet Secretariat, Government of India Organisation:-

Language	No. of vacancies	Pay Scale of the post	Age	Educational Qualifications [As on closing date]
Balochi	04	The post carries minimum pay of ₹44,900/- in Level-7 of Pay Matrix and allowances as per CCS(RP) Rules 2016.	Between 21 and 30 Years (as on the closing date)	Bachelor's Degree with specified language as a subject. OR Bachelor's Degree in any discipline with :- (i) Two years Diploma in specified language. OR (ii) Native Level Proficiency* in specified language.
Bhasa	02			
Burmese	04			
Dari	04			
Dzonkha	04			
Dhivehi	04			
Kachin	04			
Russian	08			
Sinhala	04			
Total	38			

*For claiming Native Level Proficiency in specified language, an undertaking certified by a Gazetted Officer of Central / State Government with official stamp is mandatory as per format annexed.

2. The upper age-limit is relaxable for identified categories [SC/ST – 5 years, OBC (Recognised by resolution issued by Govt. of India) – 3 years, Central Govt. Employees / Ex-servicemen, as per Central Government Orders in force].

3. The prescribed educational qualifications are minimum and mere possession of the same does not entitle candidates to be called for the selection process.

4. **Selection to the post shall be as per Scheme of Examination mentioned below:-**

Written Examination		Duration	Maximum marks
Paper-I	English Grammar/ comprehension and Essay & précis etc. (50 marks)	02 Hrs.	100
	General Knowledge / Reasoning / Quantitative Aptitude (50 marks)		
Paper-II	Language Proficiency Test Comprehension / translation of concerned language in English & vice-versa/Grammar etc.	02 Hrs.	100
Interview			40

5. Application Form, to be typed on A-4 size paper, should be filled in **English Capital (Block) letters using Black or Blue ink only.**

6. Candidates should fill in only one application for the post of Deputy Field Officer (GD) even if they possess knowledge of more than one of the specified languages.

7. Any cutting or overwriting in any part of the application form will render it liable to be rejected. Candidates are, therefore, advised to take special care while filling the application form. **Do not leave any column blank. Incomplete / unsigned and application without requisite certificates will be rejected.**

8. Persons, who are already in Government Service, should submit their applications through respective office and should enclose "No Objection Certificate" obtained from the Competent Authority. Applications received directly are liable to be rejected.

9. Candidates may note that the job of a Deputy Field Officer (GD) also involves field postings at arduous locations **with All India Transfer liability.** Medical standard of the candidates would be as per the Central Government guidelines applicable to Group 'B' posts.

Contd...2/-

10. Eligible candidates applying for this post must submit self attested copies of certificate in respect of age, educational qualification and age-relaxation issued by the Competent Authority alongwith the application as per standard format annexed.

11. The envelope containing application (alongwith requisite certificates and two self-attested recent passport size colour photograph with name & DOB on the back) should be clearly superscribed as "APPLICATION FOR THE POST OF DEPUTY FIELD OFFICER (GD)" and sent through ORDINARY POST addressed to Post Bag No. 001, Lodhi Road Head Post Office, New Delhi-110003.

12. The last date of receipt of application is 04.03.2022.

13. *The Cabinet Secretariat reserves the right to cancel or withdraw the recruitment process / revise number of vacancies, at any stage without assigning any reason.*
