

No. Advt- PNT/11/2021

03.12.2021

WALK- IN – INTERVIEW FOR
Hindi Translator-cum-Coordinator
(On Outsourced Contract Basis)

An outsourced Contractor for Manpower Services, looking for Hindi Translator cum Coordinator to be placed on contract at Tata Memorial Centre- ACTREC, Kharghar, Navi Mumbai-410 210 detailed as below :

Hindi Translator-cum-Coordinator

ESSENTIAL QUALIFICATION: Master's degree of a recognized University or equivalent in Hindi or English, with English or Hindi as a compulsory or elective subject or as a medium of examination at degree level.

OR

Bachelor's degree of a recognized University or equivalent, with Hindi and English as compulsory or elective subjects or either of the two as medium of examination and the other as a compulsory/ elective subject.

AND

A recognized Diploma or Certificate course in translation from Hindi to English and vice versa or two years experience of translation work from Hindi to English and vice-versa in Central Government or State Govt.

EXPERIENCE: 2-3 years of experience as 'Hindi Translator cum Coordinator'. Should be well versed with English to Hindi Translation, knowing Hindi Typewriting in various fonts (Fonts: Mangal, Kruti Dev, etc.) & also know – how of English Typewriting, Computer Operating Software both for Hindi & English version, etc.

AGE : 21-28 years

CONSOLIDATED SALARY: ₹ 20,300 to 25,000/- p.m.

DURATION: 6 months (extendable as per requirement)

Candidates fulfilling above requirements may walk in for interview on **Wednesday, 8th December, 2021 at 3rd floor, Meeting Room – II, Khanolkar Shodhika, TMC- ACTREC, Sec-22, Kharghar, Navi Mumbai- 410210** along with CV and original / attested copies of all certificates and testimonials.

Reporting Time: 10.00 a.m. to 10.30 a.m.

Sd/-
Supervisor