

**GOVERNMENT OF INDIA
NATIONAL TECHNICAL RESEARCH ORGANISATION
BLOCK-III, OLD JNU CAMPUS, NEW DELHI-110067**

NOTICE

Subject : Engagement of Consultant (Chinese Language)

National Technical Research Organisation invites applications from Indian Nationals for engagement as Consultant (Chinese Language) purely on contract basis for which the ONLINE registration would remain open during the period **w.e.f. 16.03.2022 (11:00 AM) to 25.03.2022 (03:00 PM)** :-

Position (Location)	No of Positions*	Maximum Age Limit	Essential Qualification
Consultant (Chinese Language) (Location : New Delhi)	16*	45 Years	(i) Post Graduate / Masters Degree in Chinese Language. OR Bachelors Degree with Advance Diploma in Chinese language translation / interpretation (preferably HSK6 equivalent or above). OR Bachelors Degree with 2 years Diploma in Chinese language; and (ii) Sufficient experience in translation / transcription

Note :- *subject to increase / decrease

Required job responsibilities / tasks: -

- (i) Translation.
- (ii) Analysis.
- (iii) Interpretation.

Term of engagement: - The period of contractual engagement shall be for a total period of 3 years. Performance of the engaged professional shall be evaluated periodically. Continuance of contract up to total 3 years would depend upon such periodical assessment/ evaluation of performance and organizational requirement.

Value of the Contract:- The 'Value of the Contract' for total period of 3 years shall be commensurate with educational qualification, relevant domain experience, skill set possessed by the candidate and his performance as assessed by the selection committee.

(a) Illustration: The monthly payout for the value of the contract of Rupees 16 lakhs for a total period of 3 years would be as under:-

- (i) Rs 41333/- per month for First year.
- (ii) Rs. 44000/- per month for Second year.
- (iii) Rs. 48000/- per month for Third year.

(b) The monthly pay out (for each year) for the value of the contract above 16 Lakhs shall be fixed proportionately as illustrated above.

(c) Increase in monthly payout beyond first year is linked with the periodical performance assessment/ evaluation as mentioned above.



Selection Criteria:-

- (a) The evaluation/selection criteria is based on 'Quality & Cost Based Selection Method' (QCBS) of selection in the ratio of 80:20 (80% weightage to quality *i.e.* qualification, skill set, experience, industry certification, performance in interview etc. & 20% on cost *i.e.* expected remuneration).
 - (b) An undertaking (format enclosed) to this effect is required to be submitted by the candidate at the time of appearing for interview.
2. Desirous candidates may visit the website <https://ntro.gov.in> for **ONLINE Registration**. During online registration, the candidates are required to fill up the relevant field giving **details of experience/skill set/ industry certification** possessed by them. They are also requested to bring the print out of their ONLINE Registration Form at the time of interview/ selection. Those who have not registered online will not be allowed to appear for selection. The dates for ONLINE Registration mentioned above are tentative and the organization reserves its right for any change of date, re-schedule or cancel the recruitment exercise, which would be notified in the above mentioned website.
3. Mere registration will not entitle the candidate to be called for further selection. The registered candidates are required to **email legible scanned copy (PDF)** of their (1) Matriculation / 10th Certificate (2) Graduation/Post Graduation/Diploma in Chinese Language (in support of claim on Essential Educational Qualification), (3) Essential Experience Certificate and (4) Photo ID (AADHAR / PAN Card) at recruitment.adm@ntro.gov.in from their registered email ID by **25.03.2022 (05:00 PM)**, failing which their registration will be treated as invalid. Suitable criteria may be adopted by the organization for short listing of candidates having valid registrations to be called for further selection.
4. The venue, date & time for reporting of the shortlisted candidates for selection will be uploaded in the said website. The candidates are requested to regularly check the website for updates.
5. This consultancy engagement will be purely on contracts basis. The person so engaged, will not have any claim or right for either regularization or absorption in the organization at any point of time. The candidates selected, will have to sign an agreement accepting the detailed terms and condition of the engagement.
6. Consultant(s) engaged on contract intends to resign during the term of engagement period, will have to give one month notice. In the event of seeking acceptance of resignation before expiry of one month notice period, then he/ she would be required to deposit with NTRO an amount equivalent to the amount of contract for one month or for the period by which such notice falls short of one month in addition to other clearances / NDC.
7. NTRO reserves sole right to relax/modify any of the above criteria, if candidate is found otherwise suitable for engagement. NTRO reserves sole right to discontinue/terminate the services of person so engaged, at any time, without assigning any reason. This organization also reserves the right to cancel the selection process without intimation and assigning any reason.



8. At the time of appearing for selection, the candidates are required to bring **two sets of self attested photocopy of the following documents along with two recent passport size colour photographs and printout of ONLINE Registration Form :-**

- (a) Matriculation/10th Certificate.
- (b) Certificate & Mark sheets in support of essential qualification.
- (c) Photo ID (AADHAR or PAN Card).
- (d) Other language proficiency certificate (s) claimed, if any.
- (e) Experience Certificates in support of his/her claim.
- (f) Undertaking (refer Page-4 below) duly completed and signed.

NOTE: The candidates may please note that if any information given in the Bio-data or photocopy of certificates is found to be wrong or false or incorrect at any stage of selection process or thereafter, their candidature will be cancelled/ rejected forthwith without assigning any reason and, if selected, action will be initiated as deemed necessary.

9. No TA/DA will be admissible to the candidates for appearing for selection/interview.

10. Electronic Devices, including Mobile phone, are strictly prohibited and candidates will not be allowed to carry with them any such items to the assessment room.

11. For any difficulty faced during ONLINE Registration, the candidate(s) may email at **recruitment.adm@ntro.gov.in** for technical assistance.

12. Canvassing in any form will disqualify the candidate.



UNDERTAKING

Certified that I am aware about the evaluation/selection criteria *i.e.* Quality & Cost Based Selection Method (QCBS) method in the ratio of 80:20 [80% weightage to quality (qualification, skillset, experience, performance in interview, etc.) & 20% on cost (expected/negotiated remuneration)].

I have also been informed that the required infrastructure for carrying out the task in connection with such position would be provided by the department. I hereby quote the "value of contract", for the period of 03 years, Rs. _____ (Rupees _____) subject to negotiation in case my selection is considered.

(Signature of Candidate)

Name - _____

Date - _____

