



# केन्द्रीय माध्यमिक शिक्षा बोर्ड CENTRAL BOARD OF SECONDARY EDUCATION

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संगठन)  
(An Autonomous Organization under the Ministry of Education, Govt. of India)

क्र : के.मा.शि.बो./भर्ती प्रकोष्ठ/1(1)/2021/7431-7530

दिनांक: 31.08.2021

## कार्यालय आदेश

राजभाषा विभाग, गृह मंत्रालय, भारत सरकार द्वारा जारी आदेश सं 16/24/2018/रा. भा./सेवा दिनांक 11.02.2019 एवं इसी अनुक्रम में नगर राजभाषा कार्यान्वयन समिति, दिल्ली (मध्य - 2) की दिनांक 20.07.2021 को आयोजित 7वीं बैठक में दिए गए दिशानिर्देशों के अनुपालन में और बोर्ड के सक्षम प्राधिकारी के अनुमोदन के उपरांत हिंदी संवर्ग के निम्नलिखित पदनाम में परिवर्तन किया जाता है :-

क्र. सं.	वर्तमान पदनाम	नए पदनाम	वेतनमान
1.	वरिष्ठ हिंदी अनुवादक	वरिष्ठ अनुवाद अधिकारी	लेवल - 7 (पी बी-2 रु 9300-34800 + ग्रेड पे रु 4600/-)
2.	कनिष्ठ हिंदी अनुवादक	कनिष्ठ अनुवाद अधिकारी	लेवल - 6 (पी बी-2 रु 9300-34800 + ग्रेड पे रु 4200/-)

नामपद्धि में परिवर्तन तत्काल प्रभाव से लागू होगा।

यह आदेश बोर्ड के सक्षम प्राधिकारी के अनुमोदन उपरान्त जारी किया जा रहा है।

(ऋतु सिंह शर्मा)  
संयुक्त सचिव (प्रशासन एवं विधि)

## वितरण:-

1. अध्यक्ष सीबीएसई के उप सचिव - माननीय अध्यक्ष के सूचनार्थ हेतु।
2. सचिव सीबीएसई के एसपीएस - सूचनार्थ हेतु।
3. सीवीओ, सीबीएसई / बोर्ड के क्षेत्रीय निदेशक / सभी विभागध्यक्ष।
4. आईएफए, सीबीएसई / प्रमुख (मीडिया एवं पीआर) / संयुक्त सचिव (संबद्धता)।
5. बोर्ड के सभी क्षेत्रीय कार्यालय / उत्कृष्टता केंद्र।
6. संयुक्त सचिव (आई टी)-बोर्ड की वेबसाइट पर स्थानांतरण आदेश अपलोड करने के अनुरोध के साथ।
7. अनुभाग अधिकारी के स्तर तक सभी अन्य अधिकारी।
8. सम्बंधित डीडीओ।
9. सम्बंधित व्यक्ति।
10. अध्यक्ष, शिक्षा बोर्ड कर्मचारी कल्याण संघ।
11. अध्यक्ष, अखिल भारतीय सीबीएससी एससी / एसटी कर्मचारी कल्याण संघ।
12. सम्बंधित सहायक (अपार/सतर्कता/जीएसएलआई)।
13. पदधारी की व्यक्तिगत फाइल।
14. स्कैप फाइल / सूचना पट्ट।



" शिक्षा केन्द्र ", 2, सामुदायिक केन्द्र, प्रीत विहार, दिल्ली- 110092

"SHIKSHA KENDRA" 2, COMMUNITY CENTRE, PREET VIHAR, DELHI- 110092

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केन्द्रीय माध्यमिक शिक्षा बोर्ड  
CENTRAL BOARD OF SECONDARY EDUCATION

No.CBSE/Rectt.Cell/1(1)/2018/10685 - 10784

Date: 29.06.2018

**NOTIFICATION**

03.7

Consequent upon the recommendations of Cadre Review Committee, approval of the Finance Committee of the Board vide item No. IX in its meeting held on 25.06.2018 and its ratification by the Governing Body in its meeting held on 28.06.2018 and subsequent approval of the Secretary(SE&L), MHRD, Controlling Authority of the Board, the restructured **Hindi Cadre** would be as under :-

Name of the posts with pay scale	No. of Posts (Existing)	No. of Posts (revised)	Method of Recruitment	Residency Period (for promotion)
<b>Assistant Secretary(OL)</b> in PB-3 of Rs. 15600-39100 + Grade Pay of Rs. 6600/-	Nil	01	Promotion failing which by deputation	05 years of regular service as Analyst (OL) in Level-10
<b>Analyst (OL)</b> in PB-3 of Rs. 15600-39100 + Grade Pay of Rs. 5400/-	01	02	By promotion, failing which by deputation.	05 years of regular service as Senior Hindi Translator in Level-7 of 7 <sup>th</sup> CPC
<b>Senior Hindi Translator</b> in PB-2 of Rs. 9300-34800 + Grade Pay of Rs. 4600/-	05	04	By promotion, failing which by deputation.	05 years of regular service as Junior Hindi Translator in Level-6 of 7 <sup>th</sup> CPC.
<b>Junior Hindi Translator</b> in PB-2 of Rs. 9300-34800 + Grade Pay of Rs. 4200/-	07	06	Through Direct recruitment	Not Applicable

The Revised Recruitment Rules are annexed.

This issues with the approval of the Competent Authority.

*Anurag Tripathi*

(ANURAG TRIPATHI)  
SECRETARY

Distribution:

1. PS to Chairperson, CBSE
2. SPSs to Secretary/ Controller of Examinations/ Directors, CBSE
3. PS to JS(IT)/ Sr. PRO/ IAFA, CBSE
4. All the Regional Officers/ CoEs of the Board
5. The Assistant Director(OL) with a request to provide Hindi version.
6. All other officers of the Board upto the level of Section Officer
7. President, Shiksha Board Staff Welfare Association.
8. Scrap file/ Guard file/ Notice Board.



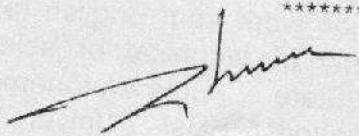
# RECRUITMENT RULES FOR THE POSTS OF ASSISTANT SECRETARY (OFFICIAL LANGUAGE)

Name of the Post	Assistant Secretary (Official Language)
No. of post(s)	One
Classification	Group 'A'
Scale of Pay	Level-11 of 7 <sup>th</sup> CPC (Pre revised in PB- 3 Rs. 15900-39100 with Grade Pay of Rs. 6600/-)
Whether selection post or non-selection post	Selection
Age limit	56 years for deputation
Educational and other qualifications	<p><b>Essential:</b></p> <p>(i) 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.</p> <p style="text-align: center;">OR</p> <p>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.</p> <p style="text-align: center;">OR</p> <p>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.</p> <p style="text-align: center;">OR</p> <p>Master's Degree of a recognized University in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or as the medium of examination at the Degree level.</p> <p style="text-align: center;">OR</p> <p>Master's Degree of a recognized University in any subject other than Hindi or English, with Hindi and English as a compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at Degree level.</p> <p>(ii) Three years' experience of using/applying terminology (terminological work) in Hindi and translation work from English to Hindi and vice-versa, preferably of technical or scientific literature under Central/State Govt./Autonomous Body/Statutory Organizations/PSUs/ Universities or recognized research or educational institutions.</p>
Whether age and educational	No

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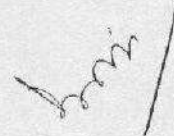
	qualifications prescribed for direct recruits will apply in the case of promotes	
9	Period of probation, if any	Not Applicable
10	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	By promotion, failing which by deputation
11	In case of recruitment by promotion / deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	<p><b><u>Promotion :-</u></b></p> <p>Analyst (Official Language) in Level-10 of 7<sup>th</sup> CPC (Pre revised in PB-3 Rs. 15600-39100 with Grade Pay of Rs. 5400/-) with 05 years regular service in the grade.</p> <p><b><u>Deputation:-</u></b></p> <p>Officers from Central /State Govt./UTs.:-</p> <p>(i) Holding analogous posts on regular basis in the parent cadre /department.</p> <p style="text-align: center;">Or</p> <p>(ii) 05 years' of regular service in the grade rendered after appointment thereto on a regular basis in posts in Level-10 of 7<sup>th</sup> CPC (Pre revised PB-2 , Rs.15600-39100 with Grade Pay of Rs.5400/-);</p> <p style="text-align: center;">And</p> <p>(b) Possessing the Educational and other qualifications laid down under col.7.</p>
12	If a DPC exists, what is the composition	<ol style="list-style-type: none"> <li>1. Chairman, CBSE- Chairman</li> <li>2. An expert from the field – Member</li> <li>3. Rep. of SC/ST-Member</li> <li>4. Secretary, CBSE- Member</li> </ol>
3	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Not Applicable

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JPC

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## RECRUITMENT RULES FOR THE POSTS OF ANALYST (OFFICIAL LANGUAGE)

1	Name of the Post	Analyst (Official Language)
2	No. of post(s)	<del>One</del> 02 (Two) <i>spe</i>
3	Classification	Group 'A'
4	Scale of Pay	Level-10 of 7 <sup>th</sup> CPC (Pre revised in PB- 3 Rs. 15900-39100 with Grade Pay of Rs. 5400/-)
5	Whether selection post or non-selection post	Selection
6	Age limit	56 years for deputation
7	Educational and other qualifications	<p><b>Essential:</b></p> <p>(i) 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.</p> <p style="text-align: center;">OR</p> <p>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.</p> <p style="text-align: center;">OR</p> <p>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.</p> <p style="text-align: center;">OR</p> <p>Master's Degree of a recognized University in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or as the medium of examination at the Degree level.</p> <p style="text-align: center;">OR</p> <p>Master's Degree of a recognized University in any subject other than Hindi or English, with Hindi and English as a compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at Degree level.</p> <p>(ii) Three years' experience of using/applying terminology (terminological work) in Hindi and translation work from English to Hindi and vice-versa, preferably of technical or scientific literature under Central/State Govt./Autonomous Body/Statutory Organizations/PSUs/ Universities or recognized research or educational institutions.</p>

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Secretary

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8.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	No
9	Period of probation, if any	Not Applicable
10	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	By promotion, failing which by deputation
11	In case of recruitment by promotion / deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	<p><b><u>Promotion :-</u></b></p> <p>Senior Translators in Level-7 of 7<sup>th</sup> CPC (Pre revised in PB-2, Rs. 9300-34800 with Grade Pay of Rs.4600/-) with 05 years regular service in the grade.</p> <p><b><u>Deputation:-</u></b></p> <p>Officers from Central /State Govt./UTs.:-</p> <p>(i)Holding analogous posts on regular basis in the parent cadre /department.</p> <p style="text-align: center;">Or</p> <p>(ii) 05 years' of regular service in the grade rendered after appointment thereto on a regular basis in posts in Level-7 of 7<sup>th</sup> CPC (Pre revised PB-2 , Rs.9300-34800 with Grade Pay of Rs.4600/-);</p> <p style="text-align: center;">And</p> <p>(b) Possessing the Educational and other qualifications laid down under col.7.</p>
12	If a DPC exists, what is the composition	<ol style="list-style-type: none"> <li>1. Chairman, CBSE- Chairman</li> <li>2. An expert from the field – Member</li> <li>3. Rep. of SC/ST-Member</li> <li>4. Secretary, CBSE- Member</li> </ol>
13	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Not Applicable

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*SPC*

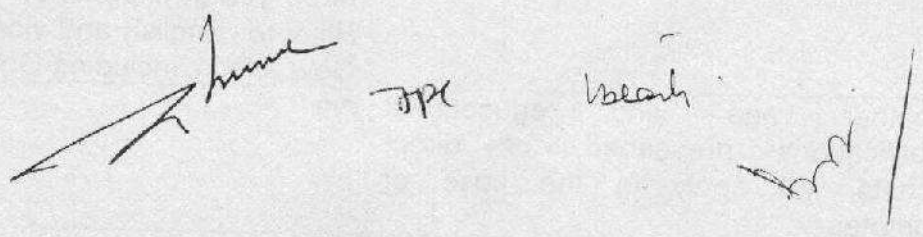


## RECRUITMENT RULES FOR THE POSTS OF SENIOR HINDI TRANSLATOR

Name of the Post	Senior Hindi Translator
No. of post(s)	04
Classification	Group 'B'
Scale of Pay	Level-7 of 7 <sup>th</sup> CPC (Pre revised in PB-2 Rs.9300-34800 with GP of Rs. 4600/-
Whether selection post or non-selection post	Selection
Age limit	56 years for deputation
Educational and other qualifications	<p><b>Essential:</b></p> <p>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.</p> <p style="text-align: center;">OR</p> <p>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.</p> <p style="text-align: center;">OR</p> <p>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.</p> <p style="text-align: center;">OR</p> <p>Master's Degree of a recognized University in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or as the medium of examination at the Degree level.</p> <p style="text-align: center;">OR</p> <p>Master's Degree of a recognized University in any subject other than Hindi or English, with Hindi and English as a compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at Degree level.</p> <p style="text-align: center;">AND</p> <p>Recognized Diploma or certificate Course in translation from Hindi to English and vice-versa or three years' experience in of translation work from Hindi to English and vice-versa in a Central or State Govt. office, including Govt. of India Undertaking.</p>
Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	No
Period of probation, if any	Not Applicable

10	Method of recruitment, whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	By promotion, failing which by deputation. ...
1	In case of recruitment by promotion / deputation/ absorption, grades from which promotion/ deputation/ absorption is to be made	<p><b><u>By promotion:</u></b></p> <p>From amongst Junior Translators in Level-6 of 7<sup>th</sup> CPC (in pre-revised PB-2, Rs. 9300-34800 with Grade Pay of Rs.4200/-) with 04 years of regular service in the grade.</p> <p><b><u>Deputation:</u></b></p> <p>Officers from Central /State Govt./UTs:-</p> <p>(a)(i) Holding analogous posts on regular basis in the parent cadre /department.</p> <p style="text-align: center;">OR</p> <p>(ii) with 5 years' regular service in the grade rendered after appointment thereto on a regular basis in posts Level-6 of 7<sup>th</sup> CPC (in pre-revised PB-2, Rs. 9300-34800 with Grade Pay of Rs.4200/-);</p> <p style="text-align: center;">And</p> <p>(b) Possessing the qualifications and experience prescribed under col. 7.</p>
2	If a DPC/Selection Committee exists, what is its composition	<ol style="list-style-type: none"> <li>1. Secretary- Chairman</li> <li>2. Jt. Secretary(A &amp;L)- Member</li> <li>3. SC/ST/OBC Minority Community Rep.- Member</li> <li>4. Assistant Secretary (OL)- Member</li> </ol>
3	Circumstances in which Union Public Service Commission is to be consulted in making recruitment.	Not Applicable

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## RECRUITMENT RULES FOR THE POST OF JUNIOR HINDI TRANSLATOR

1	Name of the Post	<b>Junior Hindi Translator</b>
2	No. of post(s)	06
3	Classification	Group 'B'
4	Pay Band and Grade Pay	Level-6 of 7 <sup>th</sup> CPC (pre-revised in PB-2 Rs.9300-34800 with GP of Rs.4200/-)
5	Whether selection post or non-selection post	Not Applicable
6	Age limit for direct recruits	30 years.
7	Educational and other qualifications required for direct recruits	<p>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.</p> <p style="text-align: center;">OR</p> <p>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.</p> <p style="text-align: center;">OR</p> <p>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.</p> <p style="text-align: center;">OR</p> <p>Master's Degree of a recognized University in any subject other than Hindi or English, with English medium and Hindi as a compulsory or elective subject or as the medium of examination at the Degree level.</p> <p style="text-align: center;">OR</p> <p>Master's Degree of a recognized University in any subject other than Hindi or English, with Hindi and English as a compulsory or elective subjects or either of the two as a medium of examination and the other as a compulsory or elective subject at Degree level.</p> <p style="text-align: center;">AND</p> <p>Recognized Diploma or certificate Course in translation from Hindi to English and vice-versa or three years' experience in of translation work from Hindi to English and vice-versa in a Central or State Govt. office, including Govt. of India Undertaking.</p>

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8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not Applicable
9	Period of probation, if any	One year
10	Method of recruitment, whether by direct recruitment or by promotion or deputation/ absorption and the percentage of the vacancies to be filled by various methods	100% through Direct Recruitment
11	In case of recruitment by promotion/Deputation/absorption, grades from which promotion/ deputation /absorption to be made	Not Applicable
12	If a Departmental Promotion Committee exists, what is its composition	Not Applicable
13	Circumstances in which Union Public Service Commission is to be consulted in making recruitment	Not Applicable

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