

F. No. HQ-PP1103(4)/1/2023-PP\_II  
(E-4689)

Dated the 22 February, 2024



भारत सरकार,  
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय,  
कार्मिक एवं प्रशिक्षण विभाग,  
कर्मचारी चयन आयोग,  
ब्लॉक सं-12, केन्द्रीय कार्यालय परिसर,  
लोधी रोड, नई दिल्ली-11003

Government of India,  
Ministry of Personnel, Public Grievances & Pensions,  
Department of Personnel and Training,  
Staff Selection Commission,  
Block No. 12, CGO Complex,  
Lodhi Road, New Delhi-11003

## IMPORTANT NOTICE

**Subject: Submission of Option-cum-Preference for Junior Hindi Translator, Junior Translator and Senior Hindi Translator Examination, 2023-reg.**

Candidates may please refer to the Notice of Junior Hindi Translator, Junior Translator and Senior Hindi Translator Examination, 2023 published by the Commission on its website on 22.08.2023 intimating that the Commission would obtain Option-cum- Preference before the declaration of final result of aforesaid exam.

2. All candidates, who have appeared in Paper-II, are advised to submit their Option-cum-Preference for Post(s)/Organization(s) for Junior Hindi Translator, Junior Translator and Senior Hindi Translator Examination, 2023 through their respective ' CANDIDATE LOGIN' on the website of SSC(Headquarters) *i.e.* <https://ssc.nic.in> wherein a tab for submission of Option-cum-Preference for Post(s)/Organization(s) will be activated which will remain active during the period from **22.02.2024 to 26.02.2024**. A copy of option-cum-preference is attached herewith for your information and reference.

3. Candidates may please also note that Option-cum-Preference can be revised only during the aforesaid period and the Option-cum-Preference last submitted by the candidate will be treated as FINAL. Candidates, who fail to exercise their Option-cum-Preference during the aforesaid period, shall not be given any further opportunity for submission of their Option-cum-Preference and such candidates shall not be considered for inclusion in the final merit list/final selection. Therefore, the candidates who have appeared in Paper-II are required to mandatorily exercise their Option-cum-Preference for consideration of their candidature in the final merit list/final selection in Junior Hindi Translator, Junior Translator and Senior Hindi Translator Examination, 2023.

4. PwBD candidates must ensure that they give preference(s) for only those posts which are identified as suitable for their disabilities. Allocation of posts will be made as per the provisions of the Notice of Examination on the basis of Merit cum-preference of posts. The candidature of a PwBD candidate will get cancelled by the User Organization concerned if he/she gets selected for a post that is not identified as suitable for his/her disabilities.

5. It is reiterated that the candidates will not be provided any further opportunity for the exercise of Option-cum-Preference beyond the dates mentioned above. Any grievance received in this regard in any form like Post, Fax, Email, by hand, etc. shall not be entertained by the Commission and will be summarily rejected.

Under Secretary  
Staff Selection Commission (HQ)  
22.02.2024

**Staff Selection Commission**  
**(Option Form)**

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**Detailed Option-cum-Preference of Junior Hindi Translator, Junior Translator and Senior Hindi Translator Examination, 2023.**

Name of the Candidate: \_\_\_\_\_

Roll Number: \_\_\_\_\_

1. Junior Translator (JT)/ Junior Hindi Translator (JHT)/ Junior Translation Officer (JTO) in Central Secretariat Official Language Services (CSOLS), Armed Forces Headquarters (AFHQ) and various Central Government Ministries/ Department/ Organizations.

<b>Code</b>	<b>Name of Post</b>
J01	Junior Hindi Translator (Subordinate Office), Department of Science & Technology
J02	Junior Hindi Translator (Subordinate Office), Ministry of Electronics and Information Technology
J03	Junior Translation Officer (Subordinate Office), Ministry of Health and Family Welfare (DGHS)
J04	Junior Translator, Comptroller & Auditor General of India (CAG)
J05	Junior Translator, Central Board of Direct Taxes (CBDT), Department of Revenue
J06	Junior Translator, Central Administrative Tribunal
J07	Junior Translator, Central Board of Indirect Taxes and Customs (CBIC), Department of Revenue
J08	Junior Translator, Department of Consumer Affairs
J09	Junior Translator, Department of Food and Public Distribution
J10	Junior Translator, IHQ MOD(Navy)/ DTE of Civilian Manpower Planning and Recruitment (DCMPR)
J11	Junior Translation Officer, Indian Coast Guard
J12	Junior Translation Officer, Ministry of Defence (Office of THE JS (TRG) &CAO) AFHQ
J13	Junior Translator, Ministry of Jal Shakti
J14	Junior Translator, Ministry of Mines
J15	Junior Translator, Office of The Director General of Meteorology
J16	Junior Hindi Translator, Office of Development Commissioner (MSME)
J17	Junior Translation Officer, Rajbhasha Vibhag (MHA), Department of Official Language
J18	Junior Translator, Registrar General of India
J19	Junior Translator, AIR Headquarters

2. Senior Hindi Translator (SHT)/ Senior Translator in various Central Government Ministries/ Departments/ Organisations.

Code	Name of Post
S20	Senior Translator, IHQ MOD(Navy)/ DTE of Civilian Manpower Planning and Recruitment (DCMPR)
S21	Senior Hindi Translator, Office of Development Commissioner (MSME)

3. Candidates should indicate their Option(s), in order of preference, in the Boxes given below:

1	2	3	4	5	6	7	8	9	10	11	12	13

14	15	16	17	18	19	20	21

**Note:** Candidates will be considered for only those posts for which they are eligible.

#### DECLARATION

1. The option(s) exercised above by me are final. I am also fully aware that no change in the Order of Preference(s) in the option(s) exercised by me above would be permitted.
2. I have gone through the eligibility criteria in respect of Educational Qualification, Age, caste/category certificate, PwBDs certificate, experience/diploma certificate, etc. as prescribed in the notice of examination for the posts opted by me.
3. I certify that I hold the requisite certificates to support my claim in this regard and undertake to produce the same as and when required including at the time of Document Verification by the concerned User Department/Organization allocated to me after declaration of final result. I understand that the post/Department allocated to me would be final and any failure on my part to produce the requisite documents of eligibility in support of my candidature would lead to cancellation of my candidature and there would be no further consideration of my candidature for any other post/Department even though I might be fulfilling the eligibility criteria for the latter.
4. I also understand that if any in-congruence between my declaration in application form /Option-cum-Preference Form and requisite documents is found at any stage, my candidature is liable to be rejected.
5. I understand that the Option-cum-Preference exercised by me is final and no subsequent changes therein would be allowed after prescribed period given by the Commission for exercising the Option-cum-Preference.

6. I understand that any claim of my candidature after such rejection will not be considered and also that the Commission would not entertain any representation submitted through email, post, fax, etc. against such rejection.

Signature: \_\_\_\_\_

Name of candidate: \_\_\_\_\_

Date: \_\_\_\_\_ Place: \_\_\_\_\_