

No. CFSL/GHY/Rectt/deputation/2025/ 2006
Government of India
Central Forensic Science Laboratory
Directorate of Forensic Science Services,
Ministry of Home Affairs,
Village: Urput, Urput-Kumeria Road
P.O.: Maniari Tiniali, P.S: Palashbari
Distt.: Kamrup (Rural) - 781125, Assam
(e.mail: coord.cfsl-ghy@gov.in)

Date: 30 /04/2025

VACANCY CIRCULAR

Sub: Inviting applications for various posts in Central Forensic Science Laboratory, Guwahati on Deputation basis.

The Central Forensic Science Laboratory, Ministry of Home Affairs, Government of India, Guwahati invites applications for the following positions to be filled up on deputation basis.

Name of posts	Number of vacancies
Sr. Translator	01
Upper Division Clerk	03
Sr. Accountant	01

2. The criteria for the posts and other details are given in Annexure-I. The period of deputation including the period of deputation in another ex-cadre post held immediately preceeding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years.

3. Applications of eligible and interested candidates may kindly be forwarded to the Director, Central Forensic Science Laboratory, Guwahati as per above address in the prescribed proforma attached to this circular. The applications along with NOC and copies of APARs for last 5 years should reach this laboratory by 15/07/2025. Applications received only through proper channel would be considered.

29.04.25
(Dr. Anil Kumar Sharma)
Director & Scientist 'E'

Director
Central Forensic Science Laboratory
MHA, GOI, Kamrup, Assam - 781125

Sl. No.	Mode of deployment	Name of post (s)/ pay level and other details	Criteria for the posts for application
01.	On deputation basis only	<p>Senior Translator</p> <p>General Central Service, Group 'B', Non-Gazetted, Ministerial</p> <p>Pay level 7 in pay matrix</p> <p>Essential Qualification:</p> <p>Masters 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; Or Masters 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; Or Masters 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 a examination at the degree level; Or Masters degree of a recognized university in any subject other than Hindi or English, with Hindi and English as compulsory or elective subjects or eitgher of the two as a medium of examination and the other as a compulsory or elective subject at the degree level; Or</p>	<p>Officers from the Central/State Government/ Union territories: -</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre/ Department; or (ii) with five years regular service in the grade rendered after appointment thereto on a regular basis in posts in pay leve 6 of the pay matrix</p> <p>(b) Possessing the essential qualifications and experience</p> <p>The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on the last date of receipt of applications.</p>

		<p>Recognized Diploma or Certificate course in translation from Hindi to English and vice versa</p> <p>Or</p> <p>three years experience of translation work from Hindi to English and vice versa in a Central or State Government office, including Public Sector Undertaking.</p>	
02.	On deputation basis only	<p>Upper Division Clerk</p> <p>General Central Service, Group 'C', Non-Gazetted, Ministerial</p> <p>Level – 4 in the Pay Matrix</p>	<p>Officers of the Central Government or State Government:</p> <p>(i) Holding equivalent or analogous posts on regular basis; or</p> <p>(ii) With eight years' service in the grade rendered after appointment thereto on regular basis in Level 2 in the pay matrix or equivalent.</p> <p>The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on the last date of receipt of applications.</p>
03.	On deputation basis only	<p>Senior Accountant</p> <p>General Central Service, Group 'B', Non-Gazetted, Ministerial</p> <p>Pay level 7 in pay matrix</p>	<p>(a) Officers under the Central Government or State Governments or Union Territories:</p> <p>(i) Holding analogous posts on regular basis in the parent cadre or department; or</p> <p>(ii) With five years regular service in the posts in level 6 of the pay matrix; or</p> <p>(b) Possessing any one of the following qualifications:</p> <p>(i) Pass in the Subordinate Audit/ Accounts Service Exam or equivalent examination conducted by any one of the organized accounts departments of the Central Government.</p> <p>(ii) Successful completion of training in the Cash and Accounts work in the Institute of Secretariat Training and Management</p>

			<p>or equivalent training course and a minimum of three years experience in Cash, Accounts and Budget work.</p> <p>The maximum age limit for appointment by deputation shall be not exceeding fifty-six years as on the last date of receipt of applications.</p>
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PROFORMA FOR SUBMISSION OF APPLICATION

1. Post Applied for:
2. Name in Full:
3. Father's name:
4. Sex- Male/Female:
5. Nationality:
6. Date of birth (dd/mm/yyyy):
7. Age as on date of application:
8. Date of retirement under Central/ State Government Rules:
9. Marital Status:
10. Address for correspondence:
11. Email ID:
12. Academic & Professional qualification:

Name of the Institute/ Board/ University	Year of passing	Exam/ degree	Aggregate percentage marks division of &	Remarks

13. Total experience in number of years and months:

14. Employment history, in chronological order:

Sl	Office/Org	Post held	Duration	Pay level with present pay	Nature of duties / responsibilities

15. Relevant Training programmes attended:

16. Details of present post held:

17. Present designation:

18. Date from which held:

19. Scale of pay/ pay level:

20. Present pay drawn:

21. Whether present post is held on regular/ tenure/ deputation/ temporary/ permanent/ officiating ofr ad-hoc basis and since when:

22. If on deputation, please provide following additional details:

- a) Details of post held on regular basis
- b) Scale of pay
- c) Since when is the regular post held
- d) Period of appointment on deputation
- e) Name of parent organization/ office
- f) Name of the Ministry/Department with full address

23. Additional details about present employment. Please state whether working under

- a) Central Government
- b) State Government
- c) PSU
- d) Autonomous Bodies

I hereby solemnly declare and undertake that all information furnished by me is true, correct and complete to the best of my knowledge and belief. I undertake that, if at any state of selection or even after selection, any of the information furnished by me is found to be false, incorrect or misleading, then my candidature/ appointment/ services will stand cancelled/ termination without assigning any reasons thereof.

Signature

Address

Date & Place:

To be filled up by the cadre controlling authority/ sponsoring authority

Office of

F. No.

Date: _____

1. The applicant Shri/Smt/Ms., if selected, will be relieved immediately.
2. Certified that the particulars furnished by the officer have been checked from available records and found correct.
3. Certified that the applicant is eligible for the post applied as per conditions mentioned in the circular/ advertisement.
4. No Vigilance case is pending / contemplated against the officer.
5. It is certified that no penalty has been imposed on the applicant during the last 10 years (Alternatively, penalty statement during the last 10 years may be enclosed).
6. Attested photocopies of up-to-date APARs for the last 5 years are enclosed.

Signature

Name, designation of the forwarding authority

(office stamp)

Place & date: