



राजस्थान राज्य विधिक सेवा प्राधिकरण

राजस्थान उच्च न्यायालय परिसर, जयपुर पीठ, जयपुर

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क्रमांक एफ-16(31)/रालसा/जे.एस./अनुवादक/2025/8910

दिनांक 25.08.2025

विज्ञप्ति

विधिक सहायता के अन्तर्गत माननीय सर्वोच्च न्यायालय और माननीय उच्च न्यायालय के समक्ष प्रस्तुत किये जाने वाले विधिक प्रकरणों में एवं दैनिक शासकीय कार्यों में हिंदी/स्थानीय भाषा के दस्तावेजों से अंग्रेजी में और Vice-Versa अनुवाद करने के लिए 04 अनुवादकों (Translators) का पैनल तैयार करने (राजस्थान उच्च न्यायालय विधिक सेवा समिति, जयपुर के लिए 02 और राजस्थान उच्च न्यायालय विधिक सेवा समिति, जोधपुर के लिए 02) के लिए विधिक पृष्ठभूमि वाले इच्छुक विधि स्नातकों से और अंग्रेजी अनुवाद में न्यूनतम 3 वर्ष का अनुभव रखने वाले से विधि अभ्यर्थियों से आवेदन आमंत्रित किए जाते हैं। आवेदन व्यक्तिगत रूप से या डाक द्वारा सदस्य सचिव, राजस्थान राज्य विधिक सेवा प्राधिकरण, जयपुर कार्यालय में दिनांक 26.08.2025 से दिनांक 08.09.2025 कार्यालय समय 05.00 बजे तक प्रेषित/जमा कराये जा सकते हैं।

आवेदन पत्र का प्रारूप और अन्य आवश्यक विवरण राजस्थान राज्य विधिक सेवा प्राधिकरण की आधिकारिक वेबसाइट <https://rajasthan.nalsa.gov.in> से डाउनलोड किये जा सकते हैं।

सदस्य सचिव

राजस्थान राज्य विधिक सेवा प्राधिकरण
जयपुर।

क्रमांक एफ-16(31)/रालसा/जे.एस./अनुवादक/2025/8911-18 दिनांक 25.08.2025
प्रतिलिपि निम्न को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित है।

1. निजी सचिव, सदस्य सचिव, राजस्थान राज्य विधिक सेवा प्राधिकरण, जयपुर।
2. निदेशक/संयुक्त सचिव/विशेष सचिव/ उपसचिव-प्रथम/उपसचिव-द्वितीय/ उपसचिव-एपी एवं एडीआर रालसा, जयपुर।
3. संयुक्त सचिव, राजस्थान राज्य विधिक सेवा प्राधिकरण, जोधपुर।
4. सचिव, राजस्थान उच्च न्यायालय विधिक सेवा समिति, जयपुर/जोधपुर।
5. अध्यक्ष, राजस्थान उच्च न्यायालय बार एसोसिएशन, जोधपुर/जयपुर पीठ, जयपुर।
6. उपसचिव-द्वितीय नोडल अधिकारी वेबसाइट को इन निर्देशों के साथ कि अनुवादन पैनल गठन 2025 की विज्ञप्ति, आवश्यक विवरण तथा आवेदन पत्र विभागीय वेबसाइट पर अपलोड कराया जाना सुनिश्चित करावें।
7. सस्थापन/लेखा अनुभाग, कार्यालय हाजा।
8. आदेश/संबंधित रक्षित पत्रावली।

संयुक्त सचिव

राजस्थान राज्य विधिक सेवा प्राधिकरण
जयपुर।

Selection process and details of panel of translators-2025

1. Applications are invited from interested **law graduates with legal background and having minimum 3 year's experience of English translation** for preparing a panel of translators for translation of documents from Hindi/local language into English and vice-versa in legal cases presented before the Hon'ble Supreme Court and Hon'ble High Court for various types of legal aid and for inclusion in the panel in the number of **04** (02 for Rajasthan High Court Legal Services Committee, Jaipur and 02 for Rajasthan High Court Legal Services Committee, Jodhpur).
2. Applications can be submitted in person or by post in the office of **Member Secretary, Rajasthan State Legal Services Authority, Jaipur** from **26.08.2025 to 08.09.2025 till office time i.e. 05.00 pm.**
Details and format of application form can be downloaded from the official website of Rajasthan State Legal Services Authority i.e. <https://rajasthan.nalsa.gov.in>.
3. Translators shall be paid at the rate of Rs.100/- (Hundred only) per page minimum 200 words (which is to be translated and includes translation of documents, typing charges and Xerox copy etc.)
4. Applications must be submitted within stipulated time period from the date of publication of the advertisement/Notice in the official Website of Rajasthan State Legal Services Authority/Notice Board of RLSA. No application will be considered for selection process received after last date of submission of applications.
5. The translator has to complete the translation work assigned to him within the stipulated period and it is necessary to follow the time limit. Also, the translator has to give a certificate of correctness and authenticity of the translation in the prescribed format. The format will be provided by this authority in due course.
6. It is the responsibility of concerned translator to maintain the confidentiality of the documents and to keep the given documents safe. The translator has to ensure that the documents are not used by anyone else except him.
7. The translator will be responsible to the institution for his work.

8. If the work is not completed within the stipulated time, the documents will be recalled from the translator and no payment will be payable for the incomplete work done by him/her.
9. The remuneration payable to the translator for translation work will be paid after due verification on submission of the bill by him/her.
10. If the translation work is not satisfactory or up to mark or if the translation work is misused or if confidentiality is breached, the name of the translator will be removed from the panel without giving any notice or without giving any reason.
11. Apart from legal service work, the services of translators can also be availed by the Hon'ble Rajasthan High Court for translation work, which they will be required to provide.
12. Initially, the panel of translators will be constituted for **one year**, but the period of the panel can be extended as per the requirement/performance of translator by the Authority.
13. The rates for translation of Hindi/local language documents into English vice-versa are as follows:-
 - Translation will be Rs. 100/- per page including typing expenses and one additional Xerox copy. It is mandatory to have a minimum of 200 words in a page.
 - The translation will be in font size 14 and line space of 1.5.
14. Enclosures to be submitted with the application form is as follows
Self-attested copies of:-
 - Matriculation Certificate in proof of date of Birth.
 - Mark sheet of LL.B./Graduation and Post-Graduation.
 - Experience Certificate (If any)
 - Computer Certificate (If any)
15. The selection shall be based on translation test /Interview as decided by selection committee.
16. The decision of the Selection Committee for engagement of Translators shall be final and binding on all concerned and no communication in this regard shall be entertained.
17. The engagement as Translator shall not confer any right of any employment under the High Court/State Government or State Legal Services Authority.



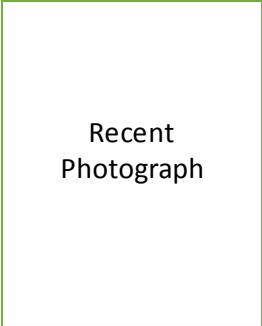
RAJASTHAN STATE LEGAL SERVICES AUTHORITY
RAJASTHAN HIGH COURT PREMISES, JAIPUR BENCH
VIDHIK SEVA SADAN, VIDHIK SEVA MARG, C-SCHEME, JAIPUR
Phone: 0141-2227481, FAX: 2227602, Toll Free Help Line 15100/9928900900
Email: rslsajp@gmail.com, rj-slsa@nic.in, Website: <https://rajasthan.nalsa.gov.in>

Application Form for Panel of Translators-2025

1. Name of the applicant:

In Hindi.....

In English.....



2. Father's/Husband's Name of the Applicant:.....

3. Date of Birth:
(In words)

4. Home District:

5. Permanent Address:

6. Present Address:

7. Mobile Number:

8. E-mail Address:

9. Present Occupation (with enrollment no.):.....

10. Detail of Educational Qualification:

11. Description of special qualification, if any:

12. Experience of Translation:

13. Details of documents (enclosed)

Signature of applicant

Verification

I.....son/Wife of Sh.....

hereby declare that the statement made in this application is true, complete and correct to the best of my knowledge and belief. I have not suppressed any facts.

Signature of applicant

Date:

Place: