

**West Bengal Legislative Assembly Secretariat**  
**Assembly House, Kolkata-700 001**

Employment Notification No. 648 LA/Estab.

Dated, the 26<sup>th</sup> May, 2025.

In terms of earlier Employment Notification No. 95 LA/Estab. dated 22/01/2025, applications were invited by the West Bengal Legislative Assembly Secretariat from eligible candidates for engagement of two (02) Interpreter-cum-Translators (Bengali to English) in West Bengal Legislative Assembly Secretariat on contractual basis at a consolidated pay of Rs. 15000/- per month for a period of one year or till filling up the said post on regular basis, whichever is earlier. Within the stipulated time, inadequate numbers of applications were received by this Secretariat. In order to enlarge the scope of filling up of the said two posts, further applications are invited by this Secretariat from eligible candidates. Candidates, who had already applied for the aforesaid post on the basis of the Employment Notice No. 95 LA/Estab. dated 22/01/2025, need not to apply further.

**Information to Candidates**

The West Bengal Legislative Assembly Secretariat will hold a competitive examination for recruitment to the 02 posts of Interpreter- cum- Translator (Bengali to English) in the West Bengal Legislative Assembly Secretariat on contractual basis at a consolidated remuneration of Rs. 15000/- per month for a period of one (01) year. A candidate should verify from this notification that he/she is eligible for appearing in the examination. The conditions prescribed cannot be relaxed.

**NO. OF VACANCY:** Two (02), (unreserved)

(Bengali to English)

**JOB DESCRIPTION:**

Translating Assembly Proceedings in relation to Bills, Resolution etc. into English after its preparation.

**QUALIFICATIONS :-**

- Essential :** a) Honours Degree in English with Bengali as one combination subject from any recognized University;  
b) Ability to converse and write fluently in the two languages;  
c) Familiarity with the modern forms and usages in the two languages.

**Desirable :** Experience in teaching, transcription or interpretation.

**AGE LIMIT :**

Not below 21 years but not more than 36 years on the first day of January, 2025. The upper age limit is relaxable by 5 years for S.C. & S.T. candidates and by 3 years for O.B.C. (Non-Creamy Layer) candidates of West Bengal. Upper age concession is also available up to the age of 45 years for Persons with disabilities (40% and above).

- d) A candidate claiming to be S.C., S.T., O.B.C. (Non-Creamy layer) or persons with disabilities (40% and above) must have a certificate in support of his/her claim from a competent authority of West Bengal
- e) The West Bengal Legislative Assembly Secretariat may require such further proof of particulars from the candidates as it may make enquiries about their character and other particulars regarding suitability and eligibility.
- f) S.C., S.T., O.B.C. (NON-CREAMY LAYER), CERTIFICATE MUST BE OBTAINED WITHIN THE CLOSING DATE OF RECEIPT OF APPLICATIONS AND NO CLAIM IN THIS REGARD WILL BE ENTERTAINED AFTERWARDS.

**FEE :**

Candidates are not required to pay any to apply for the given post.

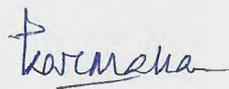
**SCHEME OF EXAMINATION:** The selection of candidates for the post of Interpreter-cum-Translators on contractual basis will be made by the West Bengal Legislative Assembly Secretariat through a Written Examination followed by an Interview. The candidates who will qualify in the Written Examination will be called for the Interview.

The West Bengal Legislative Assembly Secretariat will have the discretion to fix up the qualifying marks for the Written Examination. The West Bengal Legislative Assembly Secretariat will also have the discretion to determine the number of candidates to be called for the said Interview.

**APPLICATION :**

- i. A candidate applying for the examination should send the application in an envelope superscribing clearly the name of the post applied for on the cover page of the envelope by addressing to "The Secretary, West Bengal Legislative Assembly Secretariat, Assembly House, Kolkata-700001". Complete application must reach this Secretariat on or before 18/06/2025 Application Form, duly filled in, received after the prescribed date will not be entertained.
- ii. Applicants should affix a self-attested identical recent passport size photograph in the relevant space in the application form;
- iii. Candidates must enclose copies of their Admit Card, Marksheet & Certificate of Madhyamik, Marksheet & Certificate of Higher Secondary, Marksheet & Certificate of Graduation, SC/ST/OBC/Disability & Work experience certificate, Epic Card, Aadhaar Card along with their application;
- iv. Incomplete applications will be summarily rejected.

\*\*For any further announcement, all concerned are requested to follow the website of West Bengal Legislative Assembly Secretariat at [www.wbassembly.gov.in](http://www.wbassembly.gov.in) .



**Joint Secretary-cum-Committee Officer  
West Bengal Legislative Assembly.**



11) Details of relevant Computer Certificate:

Serial No.	Name of the Course/ Certificate	Name of the Board/University/ Institution	Year of Passing

(self-attested copies of the Certificates & Mark sheets are to be enclosed)

12) Working Experience:

(Self-attested copy of certificate to be enclosed)

13) Whether any near/distant relative is working at West Bengal Legislative Assembly Secretariat: (if yes, write the name and designation of the employee and describe the nature of his/her relationship with the candidate)

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14) List of documents attached with the application:

- (a) .....
- (b) .....
- (c) .....

**Declaration**

(a) I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief;

(b) The original certificates required to be submitted with this application are in my possession and the same will be produced on demand.

Signature .....

Date .....