

भारत सरकार

वस्त्र मंत्रालय

पटसन आयुक्त का कार्यालय, सी.जी.ओ.
कॉम्प्लेक्स, तृतीय एमएसओ भवन,
ई एवं एफ विंग, चतुर्थ तल, डी एफ ब्लॉक,
सेक्टर-1, साल्टलेक सिटी,
कोलकाता - 700 064



Government of India
Ministry of Textiles
Office of the Jute Commissioner
3rd MSO Building, CGO Complex, DF-Block,
E & F Wing, 4th Floor, Sector-1, Salt Lake
City,
Kolkata - 700 064.
G.P.O. Post Box No.2208

No. Jute (A)/305 /2010

Dated the 22nd March 2016

TO WHOM IT MAY CONCERN

The Schedule for framing and amendment in Recruitment Rules of Group 'A' & 'B' categories of posts in O/o Jute Commissioner, Kolkata is uploaded for information.


(Subhendu Patra)
Administrative Officer

SCHEDULE

Name of post		Number of Post	Classification	Pay Band and Grade Pay/ Pay Scale	Whether Selection post of non selection post	Age limit for direct recruits
1		2	3	4	5	6
1.SUPERINTENDENT		7* (2015) * (Subject to variation dependent on workload)	General Central Service Group 'B' Non- gazetted, Non- Ministerial	PB-2, Rs.9,300 – 34,800/- Plus Grade Pay – Rs. 4,200/-	Selection	Not applicable
Educational and other qualification s required for direct recruits	Whether age and educational qualification prescribed for direct recruits will apply in the case of promotees	Period of probation, if any	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	In case of recruitment by promotion / deputation / absorption grades from which promotion/ deputation/ absorption to be made	If a Departmental Promotion Committee exists what is its composition	Circumstances in which Union Public Service Commission to be consulted in making recruitment.
7	8	9	10	11	12	13
Not applicable	Not Applicable	Two years	By Promotion	<p>Promotion: Promotion from the post of U.D.C. in the scale of PB-1, Rs.5,200 – 20,200/- Grade Pay – Rs. 2,400/- with 10 years regular service in the grade.</p> <p>2 to 4 weeks training regarding Office Management and Procedures from any recognized training institute is required for promotion</p>	<p>Group 'B' Departmental Promotional Committee for considering promotion composition:</p> <p>Composition :</p> <p>(i) Deputy Jute Commissioner – Chairman</p> <p>(ii) Joint Director/Deputy</p>	Not applicable

			<p>Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or 2 years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p>Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding pay or pay scale extended based on the recommendations of the Pay Commission.</p>	<p>Director – Member</p> <p>(iii)Officer of the rank of Under Secretary to the GOI from other department.</p> <p>- Member</p> <p>Group ‘B’ Departmental Confirmation Committee (for considering confirmation)</p> <p>Composition :</p> <p>(i) Deputy Jute Commissioner – Chairman</p> <p>(ii) Joint Director/Deputy Director – Member</p> <p>(iii)Officer of the rank of Under Secretary to the GOI from other department.</p> <p>- Member</p>	
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1	2	3	4	5	6	
2. TECHNICAL OFFICER	2* (2015) * (Subject to variation dependent on workload)	General Service Group 'B' gazetted, Ministerial	Central Non-Non-	PB-2, Rs.9,300 – 34,800/- Plus Grade Pay – Rs. 4,200/-	Not applicable	"30 years " (relaxable for Govt. servants upto 5 years in accordance with the instructions or orders issued by the Central Government). Note: The crucial date for determining the age-limit shall be as advertised by SSC.
7	8	9	10	11	12	13
A Degree in Mechanical Engineering or Textiles Engineering or Textiles Technology or Textile Manufactures according to the course imparted at the Textile Institutes/ College or degree in Jute Technology of recognized institutes with at least two years experience in the working of a Jute Mill or in reputed Engineering Works/ Technical Institutes.	Not Applicable	Two years	Direct Recruitment. Note: "Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation basis from officers of Central Government. (a) holding analogous posts on regular basis; (b) Possessing the qualifications and experience prescribed for direct recruits under Col. 7"	Not applicable	Group 'B' Departmental Confirmation Committee considering confirmation) Composition : (i) Deputy Jute Commissioner – Chairman (ii) Joint Director (Cost) – Member (iii)Officer of the rank of Under Secretary to the GOI from other department. - Member	Not applicable

1	2	3	4	5	6	
3.INSPECTOR (NON-TECHNICAL)	1* (2015) * (Subject to variation dependent on workload)	General Central Service Group 'B' Non-gazetted, Non-Ministerial	PB-2, Rs.9,300 – 34,800/- Plus Grade Pay – Rs. 4,200/-	Not applicable	"30 years " (relaxable for Govt. servants upto 5 years in accordance with the instructions or orders issued by the Central Government). Note: The crucial date for determining the age- limit shall be as advertised by SSC.	
7	8	9	10	11	12	13
<p>1.Graduate in any discipline preferably Economics as one of the subject from recognized University.</p> <p>2.Minimum 3 years practical experience to work connected with marketing of raw jute and jute goods, should also be conversant with work connected with purchase and sales of raw jute & jute goods,</p> <p>Desirable: Knowledge and Experience in grading of raw jute and/or working of jute goods futures markets</p> <p>Qualifications are relaxable at Commission's discretion in case of candidates otherwise well qualified, reasons to be recorded in writing.</p>	Not Applicable	Two years	Direct Recruitment. Note: "Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation basis from officers of Central Government. (a) holding analogous posts on regular basis; (b) Possessing the qualifications and experience prescribed for direct recruits under Col. 7"	Not applicable	Group 'B' Departmental Confirmation Committee (for considering confirmation) Composition : (i) Deputy Jute Commissioner – Chairman (ii) Joint Director (cost) – Member (iii) Officer of the rank of Under Secretary to the GOI from other department. - Member	Not applicable

1	2	3	4	5	6
4.SENIOR RESEARCH ASSISTANT	1* (2015) * (Subject to variation dependent on workload)	General Central Service Group 'B' Non-gazetted, Non-Ministerial	PB-2, Rs.9,300 – 34,800/- Plus Grade Pay – Rs. 4,200/-	Not applicable	"30 years " (relaxable for Govt. servants upto 5 years in accordance with the instructions or orders issued by the Central Government). Note: The crucial date for determining the age-limit shall be as advertised by SSC.

7	8	9	10	11	12	13
A degree with Economics / Statistics and/ or Commerce preferable with honours from recognized University (i) Experience: - 2 years' experience of Investigation / Research work in Economic &/or commerce in any recognized institutions or Govt. Deptt. or commercial concerns of repute; 2. Must be acquainted with problems of international trade in general and problems connected with Production & Marketing & exports of jute goods in particular. ii) Desirable: - Preference will be given to those who have conducted	Not Applicable	Two years	Direct Recruitment . Note: "Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation basis from officers of Central Government. (a) holding analogous posts on regular basis; (b) Possessing the qualifications and experience prescribed for direct recruits under Col. 7"	Not applicable	Group 'B' Departmental Confirmation Committee (for considering confirmation) Composition : (i) Deputy Jute Commissioner – Chairman (ii) Director/ Joint Director(cost) – Member (iii)Officer of the rank of Under Secretary to the GOI from other department. - Member	Not applicable

<p>market surveys, commodity studies & area surveys and have adequate experience of collection, collation analysis and evaluation of statistical data in relation to international trade.</p> <p>Qualifications are relaxable at Commission's discretion in case of candidates otherwise well qualified, reasons to be recorded in writing.</p>						
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1	2	3	4	5	6	
5.STENOGRAPHER , GRADE - 1	1* (2015) * (Subject to variation dependent on workload)	General Central Service Group 'B' Non- gazetted, Ministerial	PB-2, Rs.9,300 – 34,800/- Plus Grade Pay – Rs. 4,200/-	Selection	Not applicable	
7	8	9	10	11	12	13
Not applicable	Not Applicable	Two years	By promotion failing which by deputation	<p>Promotion: Stenographers Grade II in the Pay Band I with Grade Pay of Rs. 2400 with ten years regular service in the grade.</p> <p>Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or 2 years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p>Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding pay or pay scale extended based on the recommendations of the Pay Commission.</p>	<p>Departmental Promotion Committee for considering promotion :</p> <p>(i) Deputy Jute Commissioner – Chairman</p> <p>(ii) Joint Director (Cost) – Member</p> <p>(iii) Officer of the rank of Under Secretary to the GOI from other department.</p> <p>- Member</p>	Not Necessary

				<p><u>Deputation:</u> Officers holding the post of Stenographer under the Central Government (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with ten years regular service in the Pay Band 1 with Grade Pay of Rs.2400 or Equivalent.</p> <p><u>Note 1:</u> The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p><u>Note 2:</u> Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications.</p> <p><u>Note 3:</u> For the purpose of appointment on deputation or absorption basis, the service rendered on a regular basis by an officer prior to 1st January, 2006 (the date from which the revised pay structure based on the Sixth Central Pay Commission recommendation has been extended) shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the Pay commission except where there has been merger of more than one pre revised scale of pay into one grade with a common grade pay or pay scale and where this benefit will extend only for the post(s) for which that grade pay or pay scale is the normal replacement grade without any upgradation.</p>	<p>Departmental Confirmation Committee (for considering confirmation) :</p> <p>(i) Deputy Jute Commissioner - Chairman</p> <p>(ii) Joint Director (Cost) - Member</p> <p>(iii) Officer of the rank of Under Secretary to the GOI from other department. - Member</p>	
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1	2	3	4	5	6
6. JUNOR TRANSLATOR	1* (2015) * (Subject to variation dependent on workload)	General Central Service Group 'B' Non-gazetted, Non-Ministerial	PB-2, Rs.9,300 – 34,800/- Plus Grade Pay – Rs. 4,200/-	Not applicable	30 years (relaxable to Govt. Servant upto 5 years in accordance with the instructions or orders issued by the Central Government) Note: The crucial date for determining the age limit shall be as prescribed by SSC.

7	8	9	10	11	12	13
<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>Or</p> <p>Master's Degree of a recognized university in English with Hindi as compulsory or elective subject or as the medium of examination at degree level.</p> <p>Or</p> <p>Master's degree of a recognized university in any subject other than English or Hindi, with Hindi medium and English as a compulsory or elective subject or as the medium of examination at the degree level</p> <p>Or,</p> <p>Master's degree of a recognized university in any subject other than English or Hindi, English medium and Hindi as a compulsory or elective subject or as the medium of examination at the degree level</p> <p>Or</p> <p>Master's degree of a recognized university in any subject other than English or Hindi, with Hindi and English medium as a</p>	Not Applicable	Two years	<p>Direct recruitment</p> <p>Note: "Vacancies caused by the incumbent being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation basis from officers of Central Government.</p> <p>(a) holding analogous posts on regular basis;</p> <p>(b) Possessing the qualifications and experience prescribed for direct recruits under Col. 7"</p>	Not applicable.	<p>Group 'B' Departmental Confirmation Committee (for considering confirmation) :</p> <p>(i) Deputy Jute Commissioner – Chairman</p> <p>(ii) Joint Director (cost) – Member</p> <p>(iii) Officer of the rank of Under Secretary to the GOI from other department.</p> <p>- Member</p>	Not applicable

<p>compulsory or elective subjects or either of the two as a medium of examination and the other as compulsory subject at the degree level and recognized diploma / certificate course in translation from Hindi to English and vice-versa or two years experience of translation work from Hindi to English and vice-versa in Central / State Govt. offices including GOI undertakings</p> <p>Note: (1)Qualifications are relaxable at the discretion of the Staff Selection Commission/ Competent Authority in the case of candidates otherwise well qualified reasons to be recorded in writing.</p> <p>Note 2: The qualification(s) regarding experience is relaxable at the discretion of the SSC/Competent Authority reasons to be recorded in recording in the case of candidates belonging to Scheduled Castes or Scheduled Tribes if at any stage of selection, the SSC/ Competent Authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them.</p>						
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Name of post	Number of Post	Classification	Pay Band and Grade Pay/ Pay Scale	Whether Selection post or non selection post	Age limit for direct recruits
1	2	3	4	5	6
7.DEPUTY DIRECTOR (MARKETING)	1* (2015) (Subject variation dependent workload).	General Central Service Group – A, Gazetted, Non-Ministerial.	PB-3, Rs.15,600 – 39,100/- Plus Grade Pay – Rs. 6,600/-	Not applicable	Not Applicable.

Educational and other qualifications required for direct recruits	Whether age and education al qualificat ion prescribe d for direct recruits will apply in the case of promotee s	Period of probation, if any	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	In case of recruitment by promotion / deputation / absorption grades from which promotion/ deputation/ absorption to be made	If Departmental Promotion Committee exists what is its composition	Circumstanc es in which Union Public Service Commission to be consulted in making recruitment.
7	8	9	10	11	12	13
Not Applicable.	Not Applicable.	Not Applicable.	Deputation / Promotion.	Deputation: Officers holding the post of under the Central Government (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with seven years regular service in the Pay Band 2 with Grade Pay of Rs.4600 or equivalent in the parent cadre or department Note 1: the Departmental Assistant Director (Marketing) in Pay Band 2 Rs 9300-34800	Not applicable.	Consultation with the UPSC is necessary

			<p>and Grade Pay Rs.4600/- with 7 years of regular service in the grade and having educational qualifications & experience prescribed for considering appointment on deputation basis is considered alongwith outsiders. If the departmental candidate is selected for appointment to the post, it shall be treated as having been filled by promotion.</p> <p>Note 2:</p> <p>The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications</p>		
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1	2	3	4	5	6	
8.EXEICUTIVE OFFICER	1* (2015) (Subject to variation dependent on workload)	General Central Service Group – A, Gazetted, Non-Ministerial	PB-3, Rs.15,600 – 39,100/- Plus Grade Pay – Rs. 5,400/-	Not applicable	Not Applicable	
7	8	9	10	11	12	13
Not Applicable	Not Applicable	One year for promotee.	Deputation / Promotion	<p>Promotion/ Deputation</p> <p>Deputation: Officers holding the post of under the Central Government (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with three years regular service in the post of Administrative Officer in the Pay Band 2 with Grade Pay of Rs.4600 or equivalent in the parent cadre or department . (b) (i) Possessing Bachelor’s Degree of recognized University / Institute (ii) 3 years experience in Accounts, Administration, establishment work in a Govt. Office/PSU/Autonomous Body/Statutory Body.</p> <p>Note 1: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central</p>	Not Applicable.	Consultation with the UPSC is necessary

				<p>Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications</p> <p>Note 2:</p> <p>The Departmental Administrative Officer with 3 years' regular service in PB-2 with GP-4600 and having educational qualifications and experience prescribed for considering appointment on deputation basis, shall also be considered and in case he is selected for appointment to the post, it shall be treated as having been filled by promotion.</p>		
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1	2	3	4	5	6	
9.ASSISTANT DIRECTOR (JUTE MANUFACTURE)	1* (2015) (Subject to variation dependent on workload)	General Central Service Group - A, Gazetted, Non-Ministerial	PB-3, Rs.15,600 - 39,100/-Plus Grade Pay - Rs. 5,400/-	Not applicable	Not applicable	
7	8	9	10	11	12	13
Not Applicable	Not Applicable	One year for promotee	Deputation/Deputation	<p>Promotion:</p> <p>The eligibility list for promotion shall be prepared with reference to the date of completion by the officers of the prescribed qualifying service in the respective grade/ post</p> <p>Deputation:</p> <p>Officers holding the post of under the Central Government</p> <p>(a) (i) holding analogous post on regular basis in the parent cadre or department; or</p> <p>(ii) (a) having Degree in Mechanical Engineering/ Textile Engineering /Textile Technology / Textile Manufacture from a recognized University.</p> <p>(b) Having 3 year of experience of working in a jute mill of repute in a technical capacity or 3 years experience of which one year should be in supervisory capacity in an Engineering Workshop/ concern of repute manufacturing jute mill</p>	Not Applicable	Consultation with the UPSC is necessary

machinery.

Note 1:

the departmental Technical Officer, Grade-I, Pay Band 2 Rs9300-34800 and Grade Pay Rs4600/- with 2 years of regular service in the grade and having the educational qualifications and experience prescribed for considering appointment on deputation basis is considered alongwith outsiders. If the departmental candidate is selected for appointment to the post; it shall be treated as having been filled by promotion.

Note 2:

The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications

1	2	3	4	5	6	
10.ADMINISTRATIVE OFFICER	1* (2015) * (Subject to variation dependent on workload)	General Central Service Group 'B' Gazetted, Non-Ministerial	PB-2, Rs.9,300 – 34,800/- Grade Pay – Rs. 4,600/-	Selection post	Not applicable	
7	8	9	10	11	12	13
Not applicable.	Not applicable	Not applicable	By Promotion	<p>Promotion: Superintendent in the Pay Band of PB-2, Rs.9,300 – 34,800/- Plus Grade Pay of Rs. 4200/- with five years regular service in the grade and successful completion of training of 2 weeks in the field of administration, establishment and accounts.</p> <p>Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or 2 years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p>	<p>Group 'B' Departmental Promotion Committee for considering / Promotion.</p> <p>Composition : (i) Deputy Jute Commissioner – Chairman (ii) Joint Director (Cost) – Member</p> <p>(iii) Officer of the rank of Under Secretary to the GOI from other department.</p> <p>- Member.</p>	Not applicable

Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the commission. Note: Officers who were holding the post in pre-revised scale of Rs.5500-9000 on regular basis on 1st January,2006 will be en-bloc senior to those who were holding posts in the prerevised scale of Rs.5000-8000.

Composition for Departmental Continuation Committee (for considering confirmation) :

- (i) Deputy Jute Commissioner
- Chairman
- (ii) Joint Director (Cost)
- Member
- (iii) Officer of the rank of Under Secretary to the GOI from other department.
- Member

1	2	3	4	5	6	
11. TECHNICAL OFFICER (GRADE-I)	1* (2015) * (Subject to variation dependent on workload)	General Central Service Group 'B' Gazetted, Non - Ministerial	PB-2, Rs.9,300 – 34,800/- Grade Pay – Rs. 4,600/-	Selection post	Not applicable	
7	8	9	10	11	12	13
Not applicable.	Not applicable	Not applicable	Promotion failing which by deputation.	<p>Promotion: Technical Officer in the Pay Band 2 with Grade Pay of Rs. 4200 with 5 (five) years regular service in the grade and successfully completed training of 4 weeks in the field of (i) Advances in spinning of yarns made out of jute/weaving of jute blended fibres and chemical processing of jute. (ii) overview of manufacturing process and use of Technical Textiles made of jute and its blends (iii) Physical testing and specifications of jute products/bags (iv) Statistical quality control and quality management in jute mill.</p> <p>Deputation :</p> <p>(i) Officers holding analogous post in the parent cadre;</p> <p>(ii) with 5 years regular service in the post of Inspector (Technical)/ Technical Officer in the grade of PB-2, GP Rs.4200/-.</p>	Group 'B' Departmental Promotion Committee for considering confirmation Composition : (i) Deputy Jute Commissioner – Chairman (ii) Joint Director (Cost) – Member (iii) Officer of the rank of Under Secretary to the GOI from other department. - Member	Not applicable

Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such qualifying or eligibility service or 2 years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.

Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the commission.

1	2	3	4	5	6	
12.ASSISTANT DIRECTOR (MARKETING)	1* (2015) * (Subject to variation dependent on workload)	General Central Service Group 'B' Gazetted, Non - Ministerial	PB-2, Rs.9,300 – 34,800/- Grade Pay – Rs. 4,600/-	Selection post	Not applicable	
7	8	9	10	11	12	13
Not applicable.	Not applicable	Not applicable	Promotion failing which by Deputation.	<p>Promotion/ deputation: Promotion from Senior Research Assistant / Inspector (Non Technical) in the Pay Band of PB-2 Rs. 9300- 34,800/- plus Grade Pay of Rs. 4200 with five years regular service in the grade. Training connected with production, export & import and marketing of jute & textiles and its products from a recognized institute is required for promotion.</p> <p>Note: the eligibility list for promotion shall be prepared with reference to the date of completion by the officers of the prescribed qualifying service in the respective grade/ post.</p> <p>Note 1: Where juniors who have completed their qualifying or eligibility service are being considered for promotion, their senior shall also be considered provided they are not short of the requisite qualifying or eligibility service by more than half of such</p>	<p>Group 'B' Departmental Promotion Committee for considering confirmation Composition : (i) Deputy Jute Commissioner – Chairman (ii) Joint Director (Cost) – Member (iii) Officer of the rank of Under Secretary to the GOI from other department. - Member.</p>	Not applicable

			<p>qualifying or eligibility service or 2 years, whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying or eligibility service.</p> <p>Note 2: For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1st January, 2006 or the date from which the revised pay structure based on the Sixth Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding grade pay or pay scale extended based on the recommendations of the commission. Note: Officers who were holding the post in pre-revised scale of Rs.5500-9000 on regular basis on 1st January,2006 will be en-bloc senior to those who were holding posts in the pre revised scale of Rs.5000-8000.</p> <p>Deputation : Officers holding the post of Superintendent under the Central Government (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service</p>		
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			<p>in the post of Superintendent in the Pay Band of PB-2 with Grade Pay of Rs.4200 or equivalent in the parent cadre or department.</p> <p>(b) (i) having Bachelor's Degree from a recognized University.</p> <p>(ii) having 3 years of experience in work connected with production, import and export and manufacture of Jute & its produces.</p> <p>Note 1: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.</p> <p>Note 2: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications</p>		
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1	2	3	4	5	6	
13.PRIVATE SECRETARY	1* (2015) * (Subject to variation dependent on workload)	General Central Service Group 'B' Gazetted, Ministerial	PB-2, Rs.9,300 – 34,800/- Grade Pay – Rs. 4,600/-	Not Applicable	Not applicable	
7	8	9	10	11	12	13
Not applicable	Not applicable	Not applicable	Deputation / Promotion	<p>Deputation: Officers holding the post of Stenographer under the Central Government (a) (i) holding analogous post on regular basis in the parent cadre or department; or (ii) with five years regular service in the Stenographers grade in the Pay Band 2 with Grade Pay of Rs.4200 or equivalent in the parent cadre or department.</p> <p>Note 1: The departmental Stenographers Grade-I in PB-2, Rs 9300-34800 and GP-4200 with 5 years of regular service in the Grade shall be considered alongwith outsider. If the departmental candidate is selected for appointment to the post, it shall be treated as having been filled by promotion.</p> <p>Note 2: The period of deputation including the period of</p>	Not applicable	"Consultation with UPSC is necessary.

				<p>deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. The Maximum age limit for appointment by deputation shall be 'Not exceeding 56 years' as on the closing date of receipt of applications.</p>		
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