

APPENDIX-'C'

Sr. No.	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
	<u>GENERAL OFFICE</u>		By Direct appointment	By promotion	By Direct appointment	By promotion	
	<u>Administrative Section</u>						
1	Commercial Manager (Rs.10,000-325-15200/- Govt. Scale).		MBA (1st division) with specialisation in Finance/Marketing from a recognized University/ Institute with three years experience in any Public Sector Undertakings or a Limited Company (Public or Private) with a turnover of minimum Rs. 50.00 crores per annum.		Academic : Graduation in Commerce or Economics or Mathematics with minimum 55% marks from any recognized University. Professional: MBA (1st division) with specialisation in Finance/Marketing from a recognized University/Institute. Experience: Three years working experience of reputed Public Sector Undertakings or a Limited Company (Public or Private) with a turnover of minimum Rs. 50.00 crores per annum.	-----	Created by RCS (SM) vide letter No. SMF-2007/AR-14/58/5479 dt. 7.9.2007 and amended by RCS (SM) vide letter No.SMF-2008/AR/14/58 /2561-70 dt. 17.6.08
2	Labour Welfare Officer (Supervisory Grade-A).	As prescribed under the factories Welfare Officer Rules framed by the respective State Government. Labour Officer Degree in Arts/Commerce /Science. Desirable in Law and Or Diploma in Social Work.	Graduate with diploma in Personal Management & Industrial Relations/ Degree in Master of Social Welfare, having 5 yrs. exp. in this field on Supervisory Post.	Same as of direct Recruitment.	Academic: Diploma in Personnel Management & Industrial Relations/ Degree in Master of Social Welfare should be from an institute recognised by the State Govt. of Haryana.. Experience: 5 yrs. exp. in the field on Supervisory Post in a large industry. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Same as direct recruitment.	Amended by RCS (SM) vide letter No.SMF-2007/Estt/ 6715-26 dated 17.10.2007.

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			By Direct appointment	By promotion	By Direct appointment	By promotion	
3.	Office Supdt. (Supervisory Grade-B)	Degree in Arts/Commerce / Science and at least 3 years experience in General and Office Administration.	Degree in Arts/ Commerce/ Science and atleast 10 yrs. exp. in General & Office Administration.	Graduate with 5 yrs.exp. in office Administration.	<p>Academic: Graduate 2nd division. Professional: One year diploma in Personnel Management & Industrial Relations from recognised institute Experience: Minimum 5 yrs in General & Office Administration in Industrial Organisation with . Knowledge of bare Industrial Dispute Act/Workman Compensation Act and Haryana L.R. guidelines on disciplinary/ service matters. Candidates will have to pass the written test of the above subjects by the Selection Committee with 45% marks . Active preference will go to Law Graduates. "Knowledge of computer is necessary. Course of Computer upto 'O' level will be preferred..</p>	<p>Academic/ Professional same as direct. Exp. 5 years exp. as Head Time Keeper or PA to MD or Legal Assistant. Knowledge of Industrial Dispute Act, Workman Compensation Act, Haryana L.R. guidelines on disciplinary/ service matters & Govt. Employees Conduct Rules. Candidates will have to pass the written test of the above subjects by the Selection Committee with 45% marks . Active preference will go to Law Graduates. "Knowledge of computer is necessary. Computer course upto 'O' level will be preferred ".</p>	Amended by RCS (SM) vide letter No.SMF-2007/Estt/6715-26 dt/ 17.10.2007 & vide letter No.10868-77 dt.28.2.08.

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			By Direct appointment	By promotion	By Direct appointment	By promotion	
4.	Legal Assistant (Clerical Grade-I)	-	Law Graduate (with Professional Degree) from a recognised University with atleast three years exp. of dealing with legal cases in any reputed organization.	Same as direct recruitment.	Academic : Law Graduate (with Professional Degree) from a recognised University. Experience: Atleast three years exp. of dealing with legal cases in any reputed Industrial organization. "Knowledge of computer is necessary. Computer course upto 'O' level will be preferred ".	Same as direct recruitment.	Amended by RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007.
5.	Stenographer-cum-PA/MD (Clerical Grade-I)	Possessing a Degree and knowledge of shorthand and typing	Graduate with speed of 100 w.p.m. in Shorthand & 40 w.p.m. in typing of English & 80 w.p.m. in shorthand & 40 w.p.m. in typing in Hindi.	Matric 1st Class or Graduate with 10 yrs. of Junior Scale Stenographer/ Steno-Typist.	Academic: 10+2 (1st Division) or Graduate from a recognised Board/University with speed of 100 words per minute in English Shorthand & transcription @ 20 words per minute & having speed of 80 words per minute in Hindi Shorthand & transcription @ 15 words per minute converted with equivalent key depressions in both cases as the typing speed would be tested on computers. Shall have to qualify SETC as prescribed in Rule 11A.	Academic/Exp.: 10+2 (1st division) or Graduate with atleast 5 years exp. and having speed Shorthand: English 100 words per minute & Hindi 80 words per minute Transcription English 20 words per minute & Hindi 15 words per minute converted with equivalent key depressions in both cases as the typing speed would be tested on computers. Shall have to qualify SETC as prescribed in Rule 11A.	

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6	Steno Typist (Clerical Grade-II)	Capable of taking dictation in shorthand at the speed 80 word per minutes & of typing correctly at a speed of not less than 30 words per minutes.	Graduate from a recognised University having speed of 80 w.p.m. in English Shorthand & transcription @ 15 w.p.m. Speed of 64 w.p.m. in Hindi & transcription @ 15 w.p.m.	Same as direct recruitment with minimum 5 yrs. experience as Typist.	Academic: 10+2(1st Division) or Graduate from a recognised Board/University with speed of 80 words per minute in English Shorthand & transcription @ 15 words per minute Speed of 64 words per minute in Hindi Shorthand & transcription @ 15 words per minute converted with equivalent key depressions in both cases as the typing speed would be tested on computers. Shall have to qualify SETC as prescribed in Rule 11A.	Academic: From amongst the Clerk who are 10+2 (1st Division) or Graduate from a recognised Board/University with speed of 80 words per minute in English Shorthand & transcription @ 15 words per minute Speed of 64 words per minute in Hindi Shorthand & transcription @ 15 words per minute converted with equivalent key depressions in both cases as the typing speed would be tested on computers. Shall have to qualify SETC as prescribed in Rule 11A.	
7.	Clerks (Clerical –III) Record Keepers/ Receipt and Desptach Clerk /Establishment Clerk /Stationery/Cane Clerk/ Cane Weighment /Donga Punching Clerk / Cane Record Keeper/Share Clerk /Sales Clerk / Clerk /Security Clerk /Sugar House Clerk	Intermediate Or Higher Secondary.	Graduate preferably B.Com with knowledge of Computer	Matric with 3 months Computer Course from Govt/ reputed Institute having 5 yrs. exp.as Cane Kamdar/ Daftri/Centre Chowkidar/ Peon or similar equal posts.	Academic: 10+2(1st Division) or Graduate from a recognised Board/University. with speed of 30 words per minute in Eng. & 25 words per minute Hindi typing. Typing speed of 30 words per minute in English and 25 words per minute in Hindi converted with equivalent key depressions in both cases as the typing speed would be tested on computers. Shall have to qualify SETC as prescribed in Rule 11A.	Academic/Exp. From amongst Cane Kamdar/Daftri/Centre Chowkidar/Peon or similar equal posts of the mill who are 10+2 (1st Division) or Graduate from recognised Board/ University & having exp. of 5 yrs. as such. He shall have to pass the type test with speed of 30 words per minute in Eng. & 25 words per minute Hindi typing. Typing speed of 30 words per minute in English and 25 words per minute in Hindi converted with equivalent key depressions in both cases as the typing speed would be tested	Amended by RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007.

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			By Direct appointment	By promotion	By Direct appointment	By promotion	
						on computers. Shall have to qualify SETC as prescribed in Rule 11A.	
8.	Driver (Skilled)	--	Literate with driving licence for light vehical preference for experience hand.	-	Academic: Matric with driving licence for light vehicle . Preference will be given to the H.L. holder who have driving experience in metropolitan cites like Delhi, Calcutta, Bombay.	Same as direct recruitment	
9	Cleaner(Un-skilled)	----	Literate	-	Academic : Middle	Same as direct recruitment .	
10	Daftri-cum-Photostat Machine Operator (Clerical-III)	-	Matric with 10 yrs. exp. as Peon having knowledge of Operating Photostat Machine.	Same as direct recruitment.	Academic: 10+2 (2nd division) with knowledge of Photostat & Fax.	Academic Matric (2nd division) Exp. 5 yrs. exp. on permanent post of Store Boy, Peon or Peon-cum-token boy.	
11	Orderly to MD/GM (skilled)	Literate	Middle	-	Middle with knowledge of catering		Category changed to Semi-Skilled.
12	Peons (Un-Skilled) Peon-cum-token Boy.	Literate	Middle with knowledge of catering.	Same as direct recruitment.	Middle pass with Hindi with knowledge of catering.	Same as direct recruitment.	Amended by RCS (SM) vide letter No.SMF-2009/AR-11/10/2159-68 dt 15/16.7.2009.
COMPUTER SECTION:							
1.	Jr. Programmer (Sup.-A).				Academic:- B.Sc.(Non-Medical)/B.Com./BCA/B.A. with Maths/Statistics with min.50% marks from a recognized university. Professional:- One year Diploma in Computer Applications	Same as direct recruitment.	Created vide letter No. DTA(I)/11018-27 dated 4.3.2008 and amended vide

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					from a recognized University/Institute OR equivalent DOE recognized course. Experience:- Min. One year.		RCS (SM) letter No.SMF-2008/ AR-11/10/2191-2200 dated 29/30.5.2008.
							Created vide letter No. DTA(I)/11018-27 dated 4.3.2008 and amended vide RCS (SM) letter No.SMF-2008 AR-11/10/2191-2200 dated 29/30.5.2008 & further letter No. SMF-2008/AR-11/10/2838-47 dated 25.6.2008.

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<u>ACCOUNTS SECTION:</u>							
1	Chief Accounts Officer. (Rs.3000-4500)	--	Academic:-Chartered Accountant with B.Com/M.Com. 2 nd Division (minimum 55% marks) Experience:- 5 Years of handling the accounts & finance of a reputed commercial Organisation having turn over of Rs.20 crores per annum.	Same as direct	Academic:- Chartered Accountant or ICWA Experience:- 3 Years of handling the accounts & finance of a reputed commercial Organisation having turn over of minimum Rs. 20 crores per annum	Academic: B.Com 2 nd division or CA Exp. 8 yrs. exp.(for B.Com 2 nd division) or 3 years (for CA) respectively as Dy. Chief Accounts Officer subject to the fulfilment of following conditions:- i) Ratio of direct recruitment and by promotion will be 2:1 (two to one). However, it will be discretion of the Mills management from where to start the process for filling up the posts initially, either by direct recruitment or by promotion . ii) Incumbent should have meritorious service record through documentary evidence. His 70% record should be	Amended by RCS (SM) vide letter No.SMF-2007/ 6715 dated 17.10.2007, No.SMF-2010/AR/6382-92 dt. 4.1.2010, No. SMF-2010AR/7793-7802 dt. 3.3.2010 & No.SMF-2010/AR-11/10/1405-14 dt. 24.5.2010 & No.SMF-2012/AR/508-17 dated 24.4.12

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						<p>very good or above.</p> <p>iii) He should not have any adverse remarks in his service career and he should not have faced any major or minor penalty for deliberate negligence of duty/poor workmanship or fraud.</p> <p>iv) He should be able to discharge his duties satisfactorily on the promotional posts.</p> <p>v) His competence and fitness for promotional post is certified by his immediate senior officer/HOD.</p> <p>vi) Knowledge of computer is necessary.</p>	
2.	Dy. Chief Accounts Officer (Post Created in 2500 TCD plant or above) (Rs.2000-3500)	--	Academic:-Chartered Accountant with B.Com/ M.Com. 2 nd Division (minimum 55% marks) Exp.:- 2 years of handling the accounts & finance of a reputed commercial Organisa-tion having turn over of Rs.10 crores per	Same as direct	Academic:- Chartered Accountant or ICWA Experience:- 1 Year of handling the accounts & finance of a reputed commercial Organisation having turn over of minimum Rs. 10 crores per annum	Academic: B.Com 2 nd division Exp.: 15 yrs as Accountant subject to the fulfilment of following conditions:-	Amended by RCS (SM) vide letter No.SMF-2007/ 6715 dated 17.10.2007, No.SMF-

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			annum.			<p>i) Ratio of direct recruitment as well as by promotion will be 2:1 (two to one) respectively. However, it will be discretion of the Mills management how to start the process for filling up the posts initially either by direct recruitment or by promotion .</p> <p>ii) Incumbent should have meritorious service record through documentary evidence. His 70% record should be very good or above.</p> <p>iii) He should not have any adverse remarks in his service career and he should not have faced any major or minor penalty for deliberate negligence of duty/poor workmanship or fraud.</p> <p>iv) He should be</p>	<p>2010/AR/6382-92 dt. 4.1.2010, No. SMF-2010AR/7793-7802 dt. 3.3.2010 & No.SMF-2010/AR-11/10/1405-14 dt. 24.5.2010 & No.SMF-2012/AR/508-17 dated 24.4.12</p>

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						able to discharge his duties satisfactorily on the promotional posts. v) His competence and fitness for promotional post is certified by his immediate senior officer/HOD. vi) Knowledge of computer is necessary.	
3.	Accountant (Sup.Grade-B)	Degree in commerce with 3 years experience in Accounts.	Academic/Experience 2nd division B.Com. with 5 yrs. exp. or M.Com. with 3 yrs.exp. in Accounts preference for exp. In Sugar Industry. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.	Academic: B.Com 2 nd division. Exp. 5 yrs. exp. as Asstt. Accountant/ Share Section In-charge/Cashier. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Academic/Experience B.Com. (min.55% marks) from a recognised University with 3 years exp. in accounts Knowledge of Computer is necessary.	Academic: B.Com 2 nd division from a recognised University Exp. 7 years experience as Asstt. Accountant or 10 years in Accounts matters. Knowledge of computer is necessary.	Amended by RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007 & No. SMF-2010AR/7793-7802 dt. 3.3.2010
Note: Where 2nd division has been provided for B.Com., it will be applicable for M.Com. also.							

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4.	Asstt. Accountant (Clerical Gr.-I)	Degree in commerce.	Academic B.Com. 2 nd division. Exp. 2 year exp. in accounts in some industrial concern. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Academic B.Com. 2 nd division Exp. 5 year exp. in Accounts Clerk/PF Clerk. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Academic: B.Com (Min. 55% marks) from a recognised University. Knowledge of computer is necessary. Computer course upto O level will be preferred.	Academic: B.Com 2 nd division from a recognised University Exp. 5 year exp. in Accounts matters. Knowledge of computer is necessary.	Amended by RCS (SM) vide letter No.SMF-2007/ 6715 dated 17.10.2007 & No. SMF-2010AR/7793-7802 dt. 3.3.2010
5	Accounts Clerk (Clerical Gr-III)	Intermediate Or Higher Secondary.	B.Com.	Graduate with 3 yrs. exp. as Clerk	Academic: Graduate 2nd division with Economics or B.Com. Computer is necessary. Computer course upto 'O' level will be preferred.	Academic Graduate with Economics preferably B.com Exp.: 5 yrs. exp. as Clerk. Computer is necessary. Computer course upto 'O' level will be preferred.	Amended by RCS (SM) vide letter No.SMF-2007/ 6715 dated 17.10.2007.
6.	Cashier (Clerical Gr-I)	Graduate.	B.Com.with 2 yrs.exp. as Asstt. Cashier, Security: Fidelity Guarantee of Rs.40,000/- +cash security of Rs.10000/- or tangible security of Rs.25,000/-.	Graduate with 5 yrs. exp. as Asstt.Cashier.	Academic: B.Com Exp.: 3 yrs .exp. as Asstt. Cashier. Security : Indemnity Bond to compensate the Society against cash loss/ embezzlement due to his negligence/ involvement in fraud. Knowledge of Computer is necessary. Computer course upto 'O' level will be	Academic B.Com Exp: 3 yrs. exp. as Asstt. Cashier. Knowledge of Computer is	Amended by RCS (SM) vide letter No.SMF-2007/ 6715 dated 17.10.2007.

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			By Direct appointment	By promotion	By Direct appointment	By promotion	
					preferred.	necessary. Computer course upto 'O' level will be preferred.	
7	Asstt. Cashier (Clerical Gr.-III)	Intermediate Or Higher Secondary.	Graduate. Security: Fidelity guarantee of Rs.40,000/-plus cash security of Rs.10,000/-or tangible security of Rs.25,000/-.	Graduate with 5 yrs. exp. as Clerk.	Academic: B.Com. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred". Security: Same as for Cashier.	Academic: Graduate Exp.: 5 yrs. exp. as Clerk. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred".	Amended by RCS (SM) vide letter No.SMF-2007/ 6715 dated 17.10.2007.
8	P.F.Clerk (Clerical Gr.III)	Intermediate Or Higher Secondary.	Graduate with 2 yrs.exp. in P.F.Rules and Regulations.	Same as direct recruitment.	Academic: B.Com Exp. 2 yrs. exp. in P.F Rules and Regulations. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred".	Academic/Exp. Graduate with 3 yrs. exp. or 10+2 (2nd Division) with 5 yrs. exp. or Matric (1st. Division) with 7 years exp. as Cane Kamdar/ Daftri/ Centre Chowkidar/ Peon or similar equal posts. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred".	Amended by RCS (SM) vide letter No.SMF-2007/ 6715 dated 17.10.2007.

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			By Direct appointment	By promotion	By Direct appointment	By promotion	
9.	Daftri (Clerical Gr.III)	Matriculate	-	By promotion out of peons who are Matriculate.	--	Academic Matric Exp. 5 years on permanent post of Peon, Store Boy, Peon-cum-Token boy.	
10.	Share Section Incharge (Clerical Grade-I)	--	B.Com. with 5 yrs. exp. in Share Section.	Graduate with 5 yrs. exp. in Share Section.	Academic B.Com. Experience: 5 yrs. exp. as Share Clerk. Knowledge of computer is necessary . Computer course upto 'O' level will be preferred.	Academic Graduate Exp.: 5 yrs. exp. as Share Clerk Knowledge of computer is necessary . Computer course upto 'O' level will be preferred.	Amended by RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007.
	<u>SUGAR SALES SECTION</u>						
1.	Sugar Sales Manager (Supervisory-A)	Graduate	Graduate with Diploma in Marketing or B.Com. with 5 yrs exp. in Sales line and with knowledge of excise rules and godown keeping.	Same as direct recruitment.	Academic: MBA in marketing and knowledge of excise rules. Experience: Three years experience in sales/marketing of consumer products. Knowledge of computer is necessary . Computer course upto 'O' level will be preferred.	Academic Graduate 2nd division with diploma in Marketing Management from recognized institute & Knowledge of computer is necessary . Computer course upto 'O' level will be preferred. Exp. : 7 yrs as Sugar Godown Keeper or equivalent	Amended by RCS (SM) vide letter No.SMF-2007/ 6715 dated 17.10.2007.

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			By Direct appointment	By promotion	By Direct appointment	By promotion	
						post in other sections. Proficient knowledge of Sugar Sales Policy of the Sugarfed, Excise Act and Sales Tax Act & their Rules. Candidates will have to pass the written test of the above subjects by the Selection Committee with 55% marks. Active preference will go to Commerce Graduates.	
2.	Sugar Godown Incharge (Clerical Gr.I)	Graduate.	Graduate with 3 yrs.exp.in similar capacity. Security: Fidelity guarantee of Rs.10,000/-plus cash security of Rs.2,000/-or tengible security of Rs.5,000/-.	Graduate with 5 yrs. exp. as Asstt. Godown Keeper.	Academic: Graduate preferably B.Com. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred. Experience: 3 yrs. exp. in similar capacity. Security : Indemnity Bond to compensate the Society against loss of stocks due to theft or fraud because of his involvement.	Academic Graduate preferably B.Com Exp.: 5 yrs. exp. as Asstt. Godown Keeper. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Amended by RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007 & letter No. SMF-2008/AR/3953-62 dated 8.8.2008.

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3	Astt. Sugar Godown Keeper(Clerical Gr-III)	Intermediate Or Higher Secondary.	Graduate. Security: Fidelity Guarantee of Rs.10,000/-plus cash Security of Rs.1,000/- or tangible security of Rs.5,000/-.	Graduate with 5 yrs. exp. as Sugar Godown Clerk	Academic: Graduate preferably B.Com. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred. Security : Same as for Godown Keeper.	Academic Graduate preferably B.Com Exp: 5 yrs. exp. as Sales Clerk or 10 yrs. As Sugar House Clerk in Sugar Mill. Computer course upto "O' level.	Amended by RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007.
	Time Office						
1.	Head Time Keeper (Clerical Gr-I)	Graduate	Academic: Graduate. Experience: 5 yrs. exp. as Time Keeper in the Sugar Mills.	Academic: Graduate. Exp.: 5 yrs. exp. as Time Keeper.	Academic: 2nd division Graduate with Economics /B.Com. Experience: 5 years as Time Keeper in any Industrial Organisation with Man Power strength of minimum 100. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Academic Graduate / B.Com. Exp.: 5 years as Time Keeper in the Sugar Mill. Computer Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Amended by RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007, SMF-08/AR/6366-75 dt.3.11.08 & No.SMF-2009/AR-11/10/9373-82 dt 24.2.2009
2.	Time Keeper (Clerical Grade-III)	Intermediate Or Higher Secondary.	Graduate	-	Academic: 2nd division Graduate with Economics/ B.Com. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Same as for Clerks	Amended by RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007.

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<u>Purchase Section</u>							
1.	Purchase Officer (Sup-A)	Intermediate Or Higher Secondary.	Graduate with diploma in Material Management with 5 yrs. exp. or Diploma in Mech. Engg. with 5 yrs. exp. of Purchase line in an Industry. Security: Fidelity guarantee of Rs.10,000/-plus cash security of Rs.2,000/- or tangible security of Rs.5,000/-.	Graduate with 5 yrs. exp. as Assistant Purchase Officer.	<p>Academic: MBA in marketing or degree in Mechanical Engineering</p> <p>Experience: Three years experience in purchase line in reputed industry. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred. .</p> <p>Security : Indemnity Bond to compensate the Society against cash loss/embezzlement due to his negligence/ involvement in fraud.</p>	<p>Academic Graduate 2nd division with diploma in Material Management from recognized institute & Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.</p> <p>Exp. : 7 yrs as Asstt. Purchase Officer or 12 yrs. as Purchase Clerk or equivalent post. Proficient knowledge of State Govt. Purchase Policy, Excise Act & Sales Act & their Rules and Appendix-14 of the P.F.R. Volume-II, guidelines of purchase procedure issued from time to time by the Director, Supplies & Disposals Department , Haryana. Candidates will have to pass the written</p>	Amended by RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007 & No.SMF-2011/AR/1808-17 dated 22.6.2011

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			By Direct appointment	By promotion	By Direct appointment	By promotion	
						test of the above subjects by the Selection Committee with 60% marks. Active preference will go to Commerce Graduates.	
2.	Assistant Purchase Officer (Sup.Grade-B)	--	Graduate with Diploma in Material Management or Diploma in Mech. Engg. with 3 yrs.exp. of Purchase line. Security: Fidelity guarantee of Rs.10,000/-plus cash security of Rs.2,000/- or tangible security of Rs.5,000/-.	Graduate with ten yrs.exp. as Purchase Clerk.	Academic Graduate (2nd Division). Professional Diploma in Material Management or Diploma in Mech. Engg. Experience 3 yrs. of Purchase line. Security : Indemnity Bond to compensate the Society against cash loss/embezzlement due to his negligence/ involvement in fraud. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred. .	Academic Graduate 2nd Division Exp. 7 yrs as Purchase Clerk. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Amended by RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007 & No.SMF-2011/AR/1808-17 dated 22.6.2011
	<u>Store Section</u>						
1.	Store Keeper (Clerical Grade-I)	Degree in commerce Or Diploma in Mechanical Engineering	Graduate with 5 yrs.exp. or B.Com./Dip.in Mech.Engg. with 3 yrs. exp. as Assistant Store Keeper/Store Clerk. Security: Fidelity guarantee of Rs.25,000/-plus cash security of Rs. 2,000/- or tangible security of Rs.2,000/-.	Graduate with 10 yrs. as Asstt. Store Keeper/Store Clerk.	Academic B.Com/ Graduate Professional: Dip. in Mech. Engg or Diploma in material Management. Experience: 3 yrs. exp. as Assistant Store Keeper/Store Clerk. Security : Indemnity Bond to compensate the Society against loss of stocks due to theft or fraud because of his involvement. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Same as direct recruitment.	Amended by RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007.

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			By Direct appointment	By promotion	By Direct appointment	By promotion	
2.	Store Clerk (Clerical Grade-III)	Intermediate Or Higher Secondary.	Graduate Security : - Fidelity guarantee of Rs.5000/- plus cash security of Rs.500/-.	Security as mentioned as direct recruitment.	Academic: Same as for Clerk. Security : Same as for Store Keeper.	Same as for Clerk.	
3.	Store Boy (Semi-skilled)	Literate	Middle	-	Academic: Matric Experience: One year apprentice in Store Work.	Same as direct recruitment.	
Medical Section							
1	a) Medical Officer b) Medical Officer (Part Time)	-- MBBS Degree Or Higher qualification.	MBBS Degree(Pay scale as per State Govt. Rules) MBBS Degree (Salary to be fixed by the Sugar Mills with the approval of RCS, Haryana.)	-	Academic: MBBS Degree(Pay scale as per State Govt. Rules) . Academic MBBS Degree Salary not to exceed 25% of pay on basic scale minus N.P.A. for a freshly appointed MBBS in Govt. job for two hours duty.	Same as direct recruitment.	
2	Compounder/ Dispensor (Clerical Grade-III)	Compounder Training Certificate Or Diploma in Pharmacy	Matric with Compounder Certificate or Diploma in Pharmacy. Security:Fidelity guarantee of Rs.1,000/-.	-	Academic: Diploma in Pharmacy. Security: Fidelity guarantee of Rs.1,000/-. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Same as direct recruitment.	Amended by RCS (SM) vide letter No.SMF-2007/Estt/6715-26 dt. 17.10.2007
3.	Attendant (Semi-skilled)	--	Matric	-	Academic: Matric Experience: One year apprentice in Dispensary.	Same as direct recruitment	
GUEST HOUSE:							
1	Cook(Skilled)	--	Literate with cooking experience	-	Academic : Middle with cooking experience.	Same as direct	Down graded to Semi Skilled category

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
2.	Cook-cum-Watchman (Un-skilled)	--	Middle	-	Academic : Middle with cooking experience.	-do-	Upgraded to Semi-skilled category.
	SECURITY SECTION:						
1	Sr. Security Officer (Rs.6500-10500) OR Security Officer (Rs. 4500-6675)		Retired Commissioned Officer from the Army with minimum 5 yrs. satisfactory service in the army. OR JCO from the Army not below the rank of Subedar Major with minimum 10 yrs. satisfactory service in the army.	Same as direct recruitment.	Academic: Retired Commissioned Officer from the Army with Graduation (Army or Civil.) Experience : Minimum 5 yrs. satisfactory service in the army. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred. OR	Same as direct recruitment.	Guide-lines issued vide No. PA(MD)/6555-69 dated 27/ 30.10.06 in case of daily wager Security Guard will remain operative.
					Academic: JCO from the Army not below the rank of Subedar Major with graduation. Experience: Minimum 10 yrs. satisfactory service in the army. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.		Amended by RCS(SM) vide letter No.SMF-2007/Estt/6715-26 dated 17.10.07.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
2	Assistant Security Officer (Clerical-III)	--	---	-	Academic : Ex-Servicemen not below the rank of Havaldar with Matric from the recognised Education Board. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.	Same as direct recruitment.	Amended by RCS(SM) vide letter No.SMF-2008/AR/1915 dated 22.5.08.
3.	Security Guard (un-skilled)	--	Ex-Servicemen with good health with Matric from recognised State Education Board).	Same as direct recruitment.	Academic: Ex-Servicemen with good health with Matric from recognised State Education Board).	Same as direct recruitment.	

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

Note: I: Regularisation of service from seasonal to permanent on same post will not be treated as promotion for the purpose of above promotion in grade/rank promotion.

Note: II In all cases of promotions upto Clerical-II category, working skill of the candidates shall first be verified/tested before promotion, by a three member committee of officers/experts constituted by the appointing authority. Audio, video and documentary record of interview, practical test & written test respectively by the committee shall be retained for three years for examination by higher authorities. In case of Supervisory posts one member in the committee should be nominee of the MD of the Sugarfed Haryana.

Note: III: Similarly, the priority of claim of a senior and competent candidate who is qualified as per Service Rules will not be overlooked/by-passed..

Note: IV : 'O' Level Computer course mentioned against qualifications means minimum three months computer course from Govt. / reputed Institute and should be able to pass the Basic knowledge test of computer handling.

Note: V: In case, no candidate under consideration for promotion is found fit for the promotion post, then post be advertised for direct recruitment. Management must ensure the availability of best manpower for efficient results.

Relaxation Clause

Under the relaxation clause, no relaxation should be recommended for diluting the academic / professional qualification. However, in case of exceptionally meritorious cases with proven credentials relaxation in age, experience (not in case of promotion) and division can be recommended for consideration by the competent authority. Further, similar relaxation will be possible in case there is nil/poor response to the advertisement of the post for direct recruitment.

The above relaxation clause will also be applicable to all categories of posts of all departments.

X-X-X-X-X

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

ENGINEERING DEPARTMENT GENERAL							
1	Chief Engineer Rs.3000-5000)	---	<p>Academic: Degree in Mechanical/ Electrical/ Instrumentation Engineering (55% marks).</p> <p>Experience : At least 10 yrs. In Sugar Factories out of which either 2 years exp. as Chief Engineer, or 5 years as Dy. Chief Engineer.</p> <p>Preference will be given to those who possess Boiler Operation Engineering Certificate or Sugar Engineering or Sugar Engineering Certificate from NSI. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.</p> <p>OR</p> <p>Academic: Diploma in Mechanical/ Electrical/ Instrumentation Engineering (55% marks).However, preference will go to first divisioners.</p> <p>Experience: Minimum 18 yrs. in Sugar factories out of which minimum 2 yrs. as Chief Engineer or 7 years as Dy. Chief Engineer. Preference will be given to those who possess Sugar Engineering Certificate from NSI or Boiler Operation Engineering Knowledge of Computer is necessary.</p>	Same as direct recruitment.	<p>Academic: Degree in Mechanical/ Electrical/ Instrumentation Engineering (55% marks).</p> <p>Experience : 5 years as Dy. Chief Engineer.</p> <p>Preference will be given to those who possess Boiler Operation Engineering Certificate or Sugar Engineering or Sugar Engineering Certificate from NSI. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.</p> <p>OR</p> <p>Academic: Diploma in Mechanical/ Electrical/ Instrumentation Engineering (55% marks).However, preference will go to first divisioners.</p> <p>Experience: 7 years as Dy. Chief Engineer. Preference will be given to those who possess Sugar Engineering Certificate from NSI or Boiler Operation Engineering Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.</p>	Same as direct recruitment.	Amended by RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007 & No.SMF-2010/AR-11/10/2172-81 dated 24.6.2010.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
			Computer course upto 'O' level will be preferred.				
2.	Deputy Chief Engineer (Rs.2000-3500)	----	Degree in Mechanical/Electrical Engineering with 6 years experience as Asstt. Engineer in Sugar Industry. OR Diploma in Mechanical/Electrical Engineering with 8 years exp. as Asstt. Engineer in Sugar Industry. Preference will be given to those who possess Sugar Engineering Certificate from NSI and or Boiler Operation Engineering Certificate.	With 7 Years exp. as Asstt. Engineer.	Academic: Degree in Mechanical/ Electrical/ Instrumentation Engineering (55% marks) . Experience: 6 years experience as Asstt. Engineer in Sugar Industry. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred. OR Academic: Diploma in Mechanical/Electrical/ Instrumentation Engineering (55% marks) However, preference will go to first divisioners. Experience: 8 years exp. as Asstt. Engineer in Sugar Industry. Preference will be given to those who possess Sugar Engineering Certificate from NSI or Boiler Operation Engineering Certificate. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred	Same as direct recruitment.	Amended by RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007.
2-A.	Dy. Chief Engineer (Co-gen). (Rs.6500-10500)		"B.E./Diploma in Electrical/Power/ Electronic/Mechanical with 5/7 yrs. experience out of which 2 yrs. in erection, commissioning and operation & Control of Power Co-generation plant. Experience in operation and maintenance of electrical equipments & DCS control systems will be preferred."	--	Academic: B.E. in Electrical Engineer or Diploma in Electrical Engineer. Experience: 5 years, out of which 2 yrs. in erection, commissioning operation & Control of Power Co-generation plant. Experience in operation and maintenance of electrical equipments & DCS control systems will be preferred. Knowledge of computer is necessary.	Same as direct.	Amended by RCS (SM) vide letter No.SMF-2010/AR/607 dated 22.4.2010 & SMF-2008/AR/4956-67 dated 13.12.2011

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
					Computer course upto 'O' level will be preferred.		
3.	Boiler Operation Engineer (Sup.-'A')		Degree in Mechanical Engineering with Boiler Operation Engineering certificate having 2 yrs.exp.as Asstt. Engineer in Sugar Industry. OR Diploma in Mechanical Engineering with Boiler Operation Engineering Certificate and having 5 yrs. exp. as Asstt. Engineer in Sugar Industry.	Diploma in Mechanical Engg. with 4 yrs. exp. in Supervisory capacity.	Academic: Degree with 55% marks in Mechanical Engineering or Electrical or Electrical and Electronics or Chemical or Power Plant or Production or Instrumentation or Instrumentation and Control Engineering from a recognized Institutions with Boiler Operation Engineering certificate. Exp.: 2 yrs. exp. on Pressure Boilers of minimum 32 kg/sq.cm in any relevant established heavy industry. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred. OR Academic: Diploma with 55% marks in Mechanical Engineering, or Electrical or Electrical and Electronics or Chemical or Power Plant or Production or Instrumentation or Instrumentation and Control Engineering from a recognized Institutions with Boiler Operation Engineering certificate. Exp.: 5 yrs. exp. as Asstt. Engineer on Pressure Boilers of minimum 32 kg/sq.cm. in any relevant established heavy industry. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.	Same as direct recruitment.	Asstt. Engg. holding degree/ diploma will get two increments extra immediately on passing Boiler Engineering Certificate. Qualification amended by RCS (SM) vide letter No.SMF-2007/ 6715 dated 17.10.2007 and again vide letter No.SMF-2018/AR/1044 7-56 dated 11.01.18.
4.	Asstt. Engineer (Instrumentation) (Sup.A)	---	B.E. Instrument/Electronics having 1 yrs. exp. in handling instruments & Auto Control System(PLC/ SCADA/ DCS/ Pneumatic Systems) in Sugar Mills/Power	Same as direct recruitment.	Academic B.E. Instrumentation/ Electronics & Communication. Experience: 1 yr. in handling instruments & Auto Control System(PLC/ SCADA/ DCS/ Pneumatic Systems) in Sugar Mills/Power		RCS (SM) vide letter No.SMF-2007/ 6715 dated 17.10.2007.&

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks	
			By Direct appointment	By promotion	By Direct appointment	By promotion		
			Chemical Process Plants. OR Diploma in Instrument/ Electronic with 2 yrs. exp. of handling instruments & Control System ((PLC/ SCADA/ DCS/ Pneumatic Systems)in Sugar Mills/ Power Chemical Process Plants			Chemical Process Plants or Instruments System houses. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.		No.2981-91 dated 28.8.12
4-A.	Assistant Engineer (Instrumentation)- (Cogen) Supervisory-'A'		Academic: B.E. Instrumentation (55% marks) Experience: 1 year in handling instruments & Auto Control System (PLC/SCADA/DCS/ Pneumatic Systems) in Sugar Mills/Power Chemical Process Plants. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred. OR Academic: Diploma in Instrumentation (55% marks). However, preference will go to first divisioners. Experience: 3 year of handling instruments & Control System(PLC/SCADA/DCS/Pneumatic Systems) in Sugar Mills/Power Chemical Process Plants. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	--		Academic: B.E. in Instrumentation/ Electronics & Communication with minimum 55% marks. Experience: one year in handling instruments & Auto Control System (PLC/ SCADA/ DCS/ Pneumatic Systems) in Sugar Mills/ Power Chemical Process Plants or Instruments System houses. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Same as direct.	Amended by RCS (SM) vide letter No.SMF-2010/AR/607 dated 22.4.2010, 13.12.2011 & 10.1.2012 & 28.8.12 (this post has been deleted in the revised staff strength)
5.	Assistant Engineer (Mech) (Sup.A)	Degree in Mechanical Engineering and at least	Degree in Mechanical Engineering with at least 1 yrs apprenticeship in Sugar Industry or completion of the Sugar Engineering Course	Diploma in Mechanical Engineering with 4 yrs. .exp.in		Academic :Degree in Mechanical Engineering (55% marks). Experience: At least 1 yr apprenticeship in	Same as direct.	RCS (SM) vide letter No.SMF-2007/AR-

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
		<p>two year apprenticeship in Sugar Industry or completion of the Sugar Engineering Course from the NSI, Kanpur.</p> <p>Assistant Engineer</p> <p>(Mech) (Sup.A)-II Diploma in Mechanical Engineering from a recognized Technical Institute and at least two years apprenticeship in Sugar Industry</p>	<p>from the NSI, Kanpur. OR Dip. in Mechanical Engg. with 4 yrs. exp.as Asstt. Engineer (Mechanical) in Sugar Industry.</p>	<p>Sugar Industry in a Supervisory Capacity.</p>	<p>Sugar Industry or completion of the Sugar Engineering Course from the NSI, Kanpur or one year exp. in any established heavy industry like Paper, Chemical, Textile etc. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred. OR Academic: Dip. in Mechanical Engg. (55% marks) However, preference will go to first divisioners. Experience : 3 yrs. exp. as Asstt. Engineer(Mechanical) in Sugar Industry or in any heavy industry like Paper, Chemical, Textile etc. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred..</p>		<p>11/107/7894-7903 dated 22.11.2007.</p>
6.	Apprentice Engineer (Rs. 4000 P.M. fixed at stipend)	--	Degree in Mechanical/ Electrical Engineering from any recognised Institute	--	<p>Academic: Degree in Mechanical/ Electrical Engineering from any recognised Institute with First division throughout. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.</p>		<p>Stipend increased to Rs.6000/-</p> <p>RCS (SM) vide letter No.SMF-2007/6715 dated</p>

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
7.	Asstt. Engineer(Civil) (Sup.-A)	Degree in Civil Engineering and at least three years experience in Civil construction work and R.C.C. design work. Or Diploma in Civil Engineering & at least three years experience in Civil construction and R.C.C. work.	Degree in Civil Engineering and atleast 3 yrs. in Civil construction work and RCC design work.	Diploma in Civil Engg. with Ist. Div. from recognised Technical Institute having 5 years exp. in Civil construction work and RCC design work.	<p>Academic: Degree in Civil Engineering (2nd Division). Experience: Atleast 1 yr. as Apprentice in Civil Construction work and RCC design work of Sugar Mills. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.</p> <p>OR</p> <p>Academic: Diploma in Civil Engineering (Ist. Division).However, preference will go to first divisioners. Experience: Atleast 2 yrs. as Apprentice in Civil Construction work and RCC design work of Sugar Mills. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.</p>	Same as direct recruitment.	17.10.2007. On completion of 10 yrs. satisfactory & commend able service by degree holders & 15 yrs. service by diploma holders. designation will be changed to SDE with two additional increments. RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007. & letter No. SMF-2008/AR/3969-78 dated 8.8.2008.
8.	Draftsman-I (Mech) (Sup. C)	I.T.I. with 2 years experience. Or Should have passed Draftsman Certificate from any recognized	ITI Certificate in Draftsmanship with 2 yrs. exp.in Sugar Industry in similar capacity or 6 yrs. exp. as Draftsman-II.	8 years experience as Draftsman-II.	<p>Academic: ITI Certificate in Draftsmanship Mechanical.</p> <p>Experience: At least one year as Apprentice in sugar mills.</p>	Same as direct recruitment.	

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
		institute.					
9	Head Fitter (Highly skilled)	I.T.I Certificate with 2 years experience as Fitter-I Or 10 years experience as Fitter-II.	ITI in Fitter trade with 8 yrs.exp.as Fitter -I	10 yrs. exp. as Fitter-I sugar industry.	Academic: Matric with ITI in Fitter trade. Experience: 8 yrs. exp. as Fitter –I in sugar mills	Same as direct recruitment.	
10	Fitter-I (Skilled)	Five years exp. as Fitter-II	ITI Certificate in Fitter Trade with 2 years exp.in similar capacity or 6 yrs.exp.as Fitter-II.	8 yrs. as Fitter-II.	Academic: ITI Certificate in Fitter Trade Experience : 2 years exp. in similar capacity or 8 years exp. as Fitter-II in Sugar Mills or in heavy industry such as paper, cement, power plant, textile mills. However, experience from Sugar Mills or power plant will be preferred.	Academic: Same as direct recruitment. Experience: 2 years exp. in similar capacity in sugar mills or 8 years exp. as Fitter-II in sugar mills.	Amended vide letter No.SMF-2009/AR-II/10/1052 dated 29.5.2009
11	Fitter-II(Skilled)	--	ITI certificate in Fitter's trade with 2 years exp. in this capacity or 6 yrs. exp. as fitter-III.	8 yrs.exp.in Fitter-III.	Academic: ITI certificate in Fitter's trade . Experience: 2 years in this capacity or 6 yrs. as fitter-III/helper.	Same as direct recruitment.	
12	Fitter-III (Mech)/ (Fitter Helper) (Semi Skilled)	--	ITI in Fitter Trade with 2 yrs. exp. as Fitter-III in Sugar Mills or ITI in Fitter Trade with 6 yrs. exp. as Fitter Helper in Sugar Mills.	Same as direct recruitment.	Academic : ITI in Fitter Trade Experience: 1 yr. Apprenticeship.	Same as direct recruitment.	
13	Mason(Skilled)	--	Should be literate and have worked as Mason in Sugar Mills at Boiler and RCC work for 3 years.	Mason helper with 6 yrs. exp. on Boiler and RCC work.	Academic : Middle pass Experience: Should have worked as Mason at Boiler and RCC work for 3 years preferably in Sugar Mills .	Academic Middle pass. Experience: 6 yrs. as Mason Helper at Boiler and RCC work.	

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
14	Sanitary Fitter (Skilled)	--	ITI certificate in Fitter trade with 3 yrs exp. as Sanitary Fitter.	10 +2 with 8 yrs exp. as Sanitary Fitter Helper or ITI in Fitter Trade with 5 years yrs. exp. as Sanitary Fitter Helper.	Academic: ITI certificate in Plumbing or Fitter trade. Experience: 2 yrs as Sanitary Fitter/Plumber.	Academic: ITI certificate in Plumbing or Fitter trade Experience: 5 yrs as Sanitary Fitter/Plumber Helper.	
	<u>Cane Carrier & Mill House</u>						
15	Mill House Foreman (Supervisory -C)	--	ITI in Fitter Trade with 6 yrs.exp. in Sugar Industry as Head Fitter of Mills.	8 years exp. as Head Fitter in the mills or 12 years exp. as Fitter-I with ITI in Fitter trade.	Academic: ITI in Fitter Trade Experience : 6 yrs. in Sugar Industry as Head Fitter of Mills or 2 yrs. as Mill House Foreman in Sugar Mills. Preference will be given to Diploma in Mechanical Engineering.	Academic: I.T.I certificate in Fitter trade Experience Ten years as Fitter-I or 6 yrs. in Sugar Mill as Head Fitter at Milling Station in Sugar Mills.	
16	Engine Driver-I (Skilled)	--	Should have worked in this capacity for 2 yrs. or as Engine Driver-II for 6 years.	Should have worked as Engine Driver-II for 3 years.	Academic: Matric Experience : Should have worked in this capacity for 2 yrs. preferably in sugar mill.	Same as direct.	
17	Cane Unloader Operator (Skilled)	--	Should be literate having 3 yrs. exp. in operation of 3 motion Cane Un-loader.	Should be able to pass a trial of operation of Cane Un-loader.	Academic: Matric Experience : 3 yrs. in operation of 3 motion Cane Un-loader in a sugar mills. ITI (Electrical or Fitter trade) will be preferred.	Same as direct recruitment.	
18	Oilman (Semi-skilled)	--	Should have worked in this capacity for 2 yrs.in an Industry.	Should be able to pass a practical test.	Academic: ITI in Fitter trade. Experience: One year Apprentice work in Sugar Mills.	Academic Matric Exp. 5 yrs. as Un-skilled workers.	
19	D.C.Drive Attendant	--	ITI in Electrician Trade with at least	-	Academic: ITI in Electrician/ Electronics	Same as direct	

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
	(Semi skilled)		2 years exp. of operating D.C. Drive in mill house in a Sugar Mill.		Trade . Experience: At least 2 years of operating a D.C. Drive Motor of more than 250 KW capacity.	recruitment.	
20	Pump Attendant (Semi Skilled)	--	Should have worked in this capacity for 3 yrs..	Should be able to pass a practical test.	Academic: ITI in Fitter trade. Experience: One year Apprentice work in Sugar Mills	Academic Matric pass Exp. 5 yrs. in Sugar Mills as un-skilled workers .	
	<u>Boiler House</u>						
21	Boiler Water Analyst/DM Plant Operator (Sup.-C)	--	B.Sc. 2nd Div. with physics, chemistry and math from a recognised university with 3 yrs. exp. of similar work in 32 Kg/CM2 Boiler or above .	B.Sc. with physics, Chemistry & math from recognised university with 4 yrs. exp. of similar work in 32 kg/cm2 Boiler or above or 4 yrs. exp. as PH Recorder.	Academic: B.Sc. 2nd Div. with physics, chemistry and math from a recognised university Experience : 3 yrs. of similar work in 32 Kg/CM2 Boiler or above or 4 yrs. as PH Recorder.	Same as direct recruitment.	
22	Boiler Attendant (Highly skilled)	Holding first class Boiler competency certificate as laid down in the Indian Boiler Act and the Rules made there under.	Holding Ist class Boiler Competency certificate as laid down in the Indian Boiler Act and the rules made thereunder.	Holding Ist Class Boiler Competency Certificate as laid down in the Indian Boiler Act and rules made there under.	Academic: Matric (2nd Division) pass holding Ist class Boiler Competency certificate as laid down in the Indian Boiler Act Experience: 5 yrs. as Fireman in Operation of minimum 21 kg/CM2 capacity Boilers.	Academic: Matric pass holding Ist class Boiler Competency certificate as laid down in the Indian Boiler Act Experience: 5 yrs. as Fireman in Operation of	Amended by RCS(SM) vide letter No.SMF-2018/AR/1134 2-351 dt.23.2.18.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
						minimum 21 kg/CM2 capacity Boilers.	
23	Fireman(Skilled)	--	Should have worked in similar capacity for 3 yrs.	Should be able to pass a practical test.	Academic: Matric and 2 nd Class Boiler Competency exam. Passed. Experience: 2 Yrs. as Fireman at high pressure boiler in sugar mills or 5 yrs. as Waterman OR in heavy industry such as Paper, Cement, Power Plant, Textile Mills. However, experience from Sugar Mills or Power Plant will be preferred.	Academic: Matric and 2 nd Class Boiler Competency exam. Passed. Experience: 2 Yrs. as Fireman at high pressure boiler in sugar mills or 5 yrs. as Waterman.	Amended by RCS (SM) vide letter No.SMF-2008/AR-11/10/3553-62 dated 22.7.2008
24	Waterman(Boiler) Semi-Skilled)	-	Should have cleared 2nd class exam of Boiler Attendant from any State and should have worked in similar capacity for 3 years at Boilers of atleast 21 kg/cm2 pressure and having capacity of 40 ton/hour.	Same as direct recruitment.	Academic: Matric and 2 nd Class Boiler Competency exam. passed. Experience: 2 yrs. as Waterman on 21 kg /cm2 pressure boiler of 40 ton . capacity per hour or 8 yrs. as Feed Pump Attendant.	Academic: 2nd class Boiler Attendant Certificate. Experience: 5 yrs. as Feed Pump Attendant.	One increment will be given while promoting the person from the Feed Pump Attendant.
25	Feed Pump Attdt (Semi skilled)	--	ITI in Fitter trade of atleast 3 yrs. exp. either on Feed Pump or as Waterman on 32 kg/cm2 or above pressure Boilers. Preference may be given to candidates who have cleared 2nd class Boiler Attendant course.	Same as direct.	Academic: ITI in Fitter Trade. Experience: At least 3 yrs. on Boilers/Feed Pump in sugar mills on 21Kg/cms or heavy industry such as Paper, Cement, Power Plant, Textile Mills. However, experience from Sugar Mills or Power Plant will be preferred. Preference will also be given to candidates who have cleared 2 nd class Boiler Attendant course.	Academic: Matric Experience: Min. 6 yrs on Boilers in sugar mills.	Amended by RCS (SM) vide letter No.SMF-2008/AR-11/10/3553-62 dated 22.7.2008
	<u>Turbine Section</u>						
26.	Turbine Engineer (Cogen)	-	-----		Academic: B.E. (Mech Engg) Exp: Two years as a Turbine Engineer in Power/Cogen Plant of minimum 10	Academic: Diploma in Mech. Engg. Exp. Seven years	Prescribed by RCS (SM) vide letter No.SMF-

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
					MW capacity. OR Academic Diploma in Mech. Engg. Exp. Five years as a Turbine Engineer in Power/Cogen Plant of minimum 10 MW capacity.	as a Turbine Mechanic in Power Cogen Plant of minimum 10 MW capacity	2012/ AR/ 1670-79 dated 28.6.2012
26 A	Turbine Mechanic (Cogen)	--	----	-----	Academic: Diploma in Mech. Engg. Exp. Three years as a Turbine mechanic of minimum 10 MW Power/Cogen Plant OR Academic: Matric with ITI in Fitter trade or Steam Turbine-cum-Auxiliary Plant or Diesel Engine Trade. Exp.: Five years as Turbine mechanic of minimum 10 MW Power Cogen Plant.	Academic: Matric with ITI Fitter or Steam Turbine-cum-Auxiliary Plant Trade or Auto Mobile Mechanic or Diesel Engine Trade. Exp.: 10 yrs as Turbine Attendant of minimum 10 MW Power Cogen Plant. The candidate must have first hand knowledge and exp. of servicing the turbine.	Prescribed by RCS (SM) vide letter No.SMF-2012/ AR/ 1670-79 dated 28.6.2012
26 B	Turbine Mechanic (Highly Skilled)	--	ITI in Fitter Trade or equivalent qualification like millwright machine, three years exp. as Turbine Mechanic, Turbine Fitter on back pressure Turbines preferably of TEW/Bellis make.	10 years exp. as Power Turbine operator in any sugar mill during the season and should have worked on repair of Turbine during off season for 10 years.	Academic :Matric (2nd Division) & ITI in Fitter Trade/Diesel Engine/Auto Mobile Mechanic Experience: 2 years as Turbine Mechanic on minimum 1.5 MW Power Turbine or 10 yrs. as Turbine Operator/Attendant during season & repairing/overhauling during off season.	Same as direct.	

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
27	D.G. Set Operator (Skilled)	--	ITI in Diesel Engine Trade with 3 yrs. exp. of operation of D.G. Set.	ITI in any trade with 5 yrs. exp. of operating D.G. set.	Academic: ITI in Diesel Engine Trade Experience: 3 yrs. of operation of D.G.Set.	Same as direct recruitment.	DG Set Operator will also relieve the Power House Turbine Operator in addition to his duty during the season.
28	Turbine Mechanic Helper (Semi-skilled)	--	ITI in Fitter Trade	Same as Direct recruitment	Academic : ITI in Fitter Trade/Diesel Engine/Auto Mobile Mechanic . Preference to exp. of Turbine Operation as apprentice or helper.	Same as direct.	
29	Turbine Attendant/Operator (Skilled)	--	ITI pass with 3 yrs. exp. of operating steam Turbine	Literate with a minimum of 5 yrs. exp. of operating steam turbine.	Academic ITI in Steam Turbine-cum Auxiliary Plant Operator. Experience: 2 yrs. operating High pressure steam Turbine.	Same as direct	Amended vide letter No. SMF-2009/ AR-11/10/955-64 dated 25.5.2009 & same has been withdrawn vide letter No.SMF-2007/AR-II/5422-31 dt. 5.9.07 & No.SMF-2012/AR/1615-24 dated 15.6.12
Electrical Deptt							
30.	Asstt.Engineer(Elect) (Supervisory-A)	Degree in Electrical Engineering and at least	Degree in Electrical Engineering and atleast 1 yrs.exp. in maintenance and running of power station/One year apprentice in	Diploma in Electrical Engineering with 6 yrs. exp. in	Academic: Degree in Electrical Engineering (55% marks) Experience: At least 1 yr. in maintenance and running of power station/One year apprentice in Sugar	Same as direct.	RCS (SM) vide letter No.SMF-2007/ 6715 dated

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
		two years experience in maintenance and running of power station and maintenance of electrical equipments. Asstt.Engineer(E) (Sup.-A) -II Diploma in Electrical Engineering from a recognized Technical Institute and at least two years experience in maintenance and running of power station and maintenance of electrical equipments.	Sugar Industry. OR Diploma in Electrical Engineering with 4 yrs. exp. as Asstt. Engineer (Electrical).	Sugar Industry in a Supervisory capacity.	Industry. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred. OR Academic: Diploma in Electrical Engineering (55% marks).However, preference will go to first divisioners. Experience : 3 yrs. as Asstt. Engineer (Electrical) or 4 yrs. As Foreman. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.		17.10.2007. & SMF-2010/AR/607 dated 22.4.2010
30-A	Assistant Engineer (Electrical) (Co-gen)-Supervisory-A		Academic: Degree in Electrical Engineering (55%) marks) Experience: Atleast 1 year in maintenance and running of power station/one year apprentice in Sugar Industry. Knowledge of computer is	Same as direct.	Academic: B.E. in Electrical with minimum 55% marks. Experience: Atleast one year in maintenance and running of power station or one year apprenticeship in Sugar Industry. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Same as direct	Amended by RCS (SM) vide letter No.SMF-2010/AR/607 dated 22.4.2010.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
			necessary. Computer course upto 'O' level will be preferred. OR Academic: Diploma in Electrical Engineering (55% marks). However, preference will go to first divisioners. Experience: 3 years as Asstt. Engineer (Electrical) or 4 yrs. as Foreman. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.				
31.	Foreman (Electrical) (Sup-C)	Holding the necessary qualifications as provided under the Electricity Act.	ITI in Electrical Trade with 10 yrs. experience as Electrician in the Sugar Mills or in a industry where type of equipments used in the sugar mills are used viz. Power Generation upto 1.5 M.W., Automatic machine, motors upto 250 HP variable speed drives etc.	Same as direct recruitment.	Academic : Matric 2nd Division with ITI in Electrical. Experience: 10 years as Electrician in Sugar Mills	Same as direct recruitment.	
32	Electrician (Skilled)	--	ITI in Electrician Trade with 2 yrs.exp.in similar capacity.	8 years exp. as Wireman-I should also hold certificate as required by Inspectorate of electricity.)	Academic: ITI in Electrician trade. Experience: 2 yrs. as Electrician or 8 yrs. in Electrical Deptt. of the sugar mills. OR in heavy industry such as Paper, Cement, Power Plant, Textile Mills or any heavy Machinery Workshop. However, experience from Sugar Mills or Power Plant will be preferred.	Academic: ITI in Electrician/ Wireman trade. Experience: 8 yrs. as Wireman or 10 yrs. as Electrical Helper. (The above revision is subject to the condition that not less than 50% Electrician shall be ITI in Electrical trade)	Amended by RCS (SM) vide letter No.SMF-2008/AR-11/10/3553-62 dated 22.7.2008 & SMF-2012/AR/1615-24 dated 15.6.2012
33	Wireman	Must have	ITI certificate with 2 yrs.exp. as	8 yrs.exp.as	Academic: ITI certificate in	Academic: ITI	Amended by

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
	(Skilled)	necessary qualification as required under law.	Wireman-I or 6 yrs. exp. as Wireman-II.	Wireman-II Must hold certificate as required by inspectorate of electricity.	Electrical/Wireman trade. Experience: 2 yrs. as Wireman or 6 yrs. as Wireman Helper in Sugar Mills. OR in heavy industry such as Paper, Cement, Power Plant, Textile Mills or any heavy Machinery Workshop. However, experience from Sugar Mills or Power Plant will be preferred.	certificate in Electrical/ Wireman trade/ Certificate of competency of the module of House Wiring issued by State Council for Vocational Training, Govt. of Haryana, Deptt. of Industrial Training and Vocational Education and Certificate of Competency as Electrician issued by construction Industry Development Council under the auspices of Ministry of Labour, Govt. of Haryana. Experience: 3 yrs.as Switch Board Attendant or 5 yrs. as Electrical Helper (assisting electrician/ wireman) in Sugar Mills.	RCS (SM) vide letter No.SMF-2008/AR-11/10/3553-62 dated 22.7.2008 & No.SMF-2009/AR-11/10/2011-20 dated 2/7.7.2009. SMF-2011/AR/8205-14 dated 16.3.2011.
34	Switch Board Attendant (Skilled)	--	ITI certificate in SB Trade with 2 yrs.exp.in similar capacity.	Should be literate and should worked in any Semi-skilled post in Electrical section for 6 yrs.	Academic: ITI certificate in Elect/Wireman Trade. Experience: 2 yrs. in Electrical Deptt. of a Power Plant above 1.5 MW capacity in sugar mills. OR in heavy industry such as Paper, Cement, Power Plant, Textile Mills.	Academic: ITI certificate in Elect/ Wireman Trade. Experience: 2 yrs. in Electrical Deptt. of a Power Plant above 1.5 MW capacity in	Amended by RCS (SM) vide letter No.SMF-2008/AR-11/10/3553-62 dated 22.7.2008

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
					However, experience from Sugar Mills or Power Plant will be preferred.	sugar mills.	
35	Fitter-III(Elect)/ Fitter Helper (Semi Skilled)	--	ITI in Electrician Trade with 2 yrs. exp. of Electrical work in Sugar Mills out of which at least one yrs. exp. should be on D.C. Motors Operation & maintenance in Sugar Mills.	Same as direct recruitment.	Academic: ITI in Electrician Trade Experience: 2 yrs. of Electrical work in Sugar Mills out of which at least one yr. should be on D.C. Motors Operation & maintenance in Sugar Mills.	Same as direct recruitment.	
	<u>Boiling House</u>						
36.	Boiling House Foreman (Sup-C)	--	I.T.I.in Fitter trade with 6 yrs. exp. in Sugar Industry as Head Fitter in Boiling and Centrifugal House.	8 yrs. exp. as Head Fitter in Boiling and Centrifugal House.	Academic I.T.I.in Fitter trade. Experience: 6 yrs in Sugar Mill as Head Fitter in Boiling and Centrifugal House or two yrs. as Boiling House Foreman. Preference will be given to Diploma in Mechanical Engineering.	Academic: I.T.I certificate in Fitter trade Experience: Ten years as Fitter-I or 6 yrs. exp. in Sugar Mill as Head Fitter in Boiling and Centrifugal House.	
37	Bag Stitching Operator (Semi-skilled)	--	Middle Class with 2 yrs.exp. of bag stitching Machine.	-	Academic Middle Class pass Experience: 2 yrs of bag stitching Machine.	Same as direct recruitment.	
38	Centrifugal Mech. (Highly Skilled.)	--	ITI Certificate in Fitter trade with 5 years exp. as Centrifugal Fitter.	Same as direct recruitment.	Academic: Matric with ITI Certificate in Fitter trade Experience: 8 years as Centrifugal Fitter in sugar mills	Same as direct recruitment.	
	<u>Workshop</u>						

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
39.	Assistant Engineer (Workshop) (Supervisory-A)	Degree in Mechanical Engineering and at least two years experience in a Mechanical Workshop. Workshop Engineer (Supervisory Gr.A) -II Diploma in Mechanical Engineering from a recognized Technical Institute and at least two years experience in mechanical workshop.	Degree in Mechanical Engg. and atleast 2 yrs. exp. in a Mechanical Workshop.	ITI certificate in any trade related to Machine shop and 6 yrs. exp. as Foreman (Mech).	Academic: Degree in Mechanical Engg. (55% marks). Experience : 1 yr in a Mechanical Workshop of Sugar Mills or equivalent workshop. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred. OR Academic: Diploma in Mechanical Engg. (55% marks). However, preference will go to first divisioners. Experience: 3 yrs. in a Mechanical Workshop in sugar mills or equivalent workshop. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Academic Diploma in Mechanical Engineering. Exp. Worked as Foreman in Workshop for 6 yrs.	Amended by RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007.
40.	Foreman (Workshop) (Supervisory- C)	--	ITI certificate in Turner Machinist or Fitter trade with 6 yrs.exp. of Workshop in Sugar Industry in skilled A grade.	ITI certificate in Turner Machinist or Fitter trade with 6 yrs. exp. of Workshop in skilled A Grade.	Academic: ITI certificate in Machinist/ Turner/Fitter or Diploma in Mechanical Engineering. Experience: 6 yrs. of working in Workshop of a sugar mill as Machinist/Turner/Fitter or two years of exp. in a Workshop after Diploma in Mechanical Engg.	Same as direct recruitment.	Amended by RCS (SM) vide letter No.SMF-2008/AR-11/10/6874-83 dated 18.11.2008
41	Turner-I	I.T.I.Certificat	ITI certificate in Turner trade with 2	8 years	Academic: ITI certificate in Turner trade.	Same as direct	

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
	(Skilled)	e with 2 years experience as Turner Or 10 years experience as Turner-II.	yrs. exp. as Turner - I or 6 years exp.as Turner-II.	experience as a Turner-II	Experience: 2 yrs. as Turner – I or 8 yrs. as Turner Helper.	recruitment.	
42	Blacksmith (Skilled).	--	ITI certificate with 2 yrs. exp. in similar capacity.	8 years exp. as Blacksmith -II	Academic: ITI certificate in Black Smith. Experience: 2 yrs. in similar capacity in sugar mills. OR in heavy industry such as Paper, Cement, Power Plant, Textile Mills or any heavy Machinery Workshop. However, experience from Sugar Mills or Power Plant will be preferred.	8 yrs. practical exp. of Black Smith/ Hammerman in sugar mills.	Amended by RCS (SM) vide letter No.SMF-2008/AR-11/10/3553-62 dated 22.7.2008
43	Instrument Mechanic (Highly Skilled)	Certificate from Industrial Training Institute.	ITI in Instrument/Electronic Trade with 3 yrs. exp.of handling instruments & Auto Control System in Sugar Mills/ Power House/Large Chemical or Process Plant.	ITI in Instrument/ Electronic Trade with 3 yrs. exp. of handling instruments & Auto Control System in Sugar Mills/ Power House/Large Chemical or Process Plant.	Academic: ITI in Instrument/Electronic Trade. Experience: 3 yrs. of handling instruments & Auto Control System in Sugar Mills/ Power House/Large Chemical or Process Plant.	Same as direct recruitment.	
44	i) Welder-I (Skilled) ii) High Pressure Welder (Highly skilled)	I.T.I.Certificate with 2 years experience as Welder Or 10 years experience as Welder-II.	ITI certificate in Welder Trade with 2 yrs. exp. as a Welder I or 6 years experience as Welder-II.	8 years experience as Welder-II	Academic/Experience i) ITI certificate in Welder Trade with 3 yrs. as Welders. ii) ITI certificate in Welder Trade with 3 yrs. as High Pressure Welder.	8 years practical exp. of welding work.	
45	Machinist(Skilled)	--	ITI certificate in Machinist trade with 2 yrs. exp. in similar capacity	6 yrs. exp. as Machinist- II.	Academic: ITI certificate in Machinist trade. Experience: 2 yrs. in similar capacity in the	Academic: ITI certificate in	Amended by RCS (SM) vide

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
			or 4 yrs exp. as Machinist-III.		sugar mills or 8 yrs. as Machinist Helper. OR in heavy industry such as Paper, Cement, Power Plant, Textile Mills or any heavy Machinery Workshop. However, experience from Sugar Mills or Power Plant will be preferred.	Machinist/ Fitter trade. Experience: 8 yrs. as Machinist Helper in sugar mills.	letter No.SMF-2008/AR-11/10/3553-62 dated 2.7.2008
46	Head Khalasi (Skilled)	--	Should have worked in similar capacity for 2 yrs.	Should have worked as Khalasi for 10 yrs.	Academic: Middle pass. Experience: Should have worked as Khalasi for 8 yrs. in sugar mills.	Same as direct recruitment.	
47	Pattern Maker-I (Highly skilled)	3 years experience as Pattern Maker-III	ITI certificate in pattern maker trade with 2 yrs.exp.as Pattern Maker-I or 2 yrs.exp.as pattern maker-II.	8 years exp. as Pattern Maker - II.	Academic: ITI certificate in pattern maker/ Carpentry trade Experience: 2 yrs. .as Pattern Maker-I or 2 yrs. as Carpenter in a sugar mills.	8 years practical exp. of Pattern Maker.	
48	Hammerman (Semi-skilled)	-	Should have worked in this capacity for 3 yrs.	-do-	Academic: ITI Black Smith with good health. OR Experience: Should have worked in this capacity for 3 yrs. in a workshop and should pass the practical test.	8 years practical exp. of Hammerman.	
49	Khalasi (Semi-skilled)	--	Should have worked in similar capacity in an industry for 2 yrs.	Should be able to pass a practical test	Academic: Middle Pass. Experience: Should have worked in similar capacity in sugar industry for 2 yrs. OR in heavy industry such as Paper, Cement, Power Plant, Textile Mills or any Heavy Machinery Workshop. However, experience from Sugar Mills or Power Plant will be preferred.	Academic: Middle Pass. Experience: Should have worked in similar capacity in sugar mills for 2 yrs.	Amended by RCS (SM) vide letter No.SMF-2008/AR-11/10/3553-62 dated 22.7.2008
50	Plumber Helper (Semi-skilled)	--	ITI in Fitter trade.	Same as direct.	Academic: ITI in Plumber trade.	5 yrs practical experience of plumbing work.	

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

Note:1 The officials who were working as helper (to the posts of Fitter, Electrician, Mechanist, Turner , Welder ,Turbine Mechanic), SBAs & Wireman, before 31.12.1990 and were qualified as per then Sugar Wage Board qualifications but at present are not qualified as per Service Rules qualifications, will be eligible for one promotion (if they have got none till date) subject to availability of post and subject to the following conditions:-

- i) The incumbent should be Middle.
- ii) His technical skill in his field should be of distinctive merit/god gifted category and certified by his Supervisor, Engineer ,Dy. Chief Engineer & Chief Engineer.
- iii) He should be able to handle the jobs of the senior post and his work and conduct should be flawless.
- iv) He should have meritorious service record through documentary evidence.
- v) He should not have any adverse remarks in his service career and he should not have faced any major or minor penalty for deliberate negligence of duty/poor workmanship or fraud.

Note: II: Regularisation of service from seasonal to permanent on same post will not be treated as promotion for the purpose of above promotion in grade/rank.

Note: III Unless promotion/regularisation is made strictly on the basis of seniority in all cases of promotion upto Clerical-II category. Working skill of the candidates shall first be verified/tested before promotion, by a three member committee of officers/experts constituted by the appointing authority . Audio, video and documentary record of interview , practical test & written test respectively by the committee shall be retained for three years for examination by higher authorities. In case of Supervisory posts one member in the committee should be nominee of the MD of the Sugarfed Haryana (Amended vide RCS (SM) letter No.SMF-2006/AR/2365-74 dated 10.6.08)

Note: IV: Similarly, the priority of claim of a senior and competent candidate who is qualified as per Service Rules will not be overlooked/by-passed..

Note: V : 'O' Level Computer course mentioned against qualifications means minimum three months computer course from Govt. / reputed Institute and should be able to pass the Basic knowledge test of computer handling.

Note VI: (i) Stipend for officer level class apprentice can be increased every year in proportion to the increase in the Price Index over previous year as on first November subject to the good performance of the apprentice.

(ii) Stipend for lower class apprentice can be paid as per D.C. rates/Labour Commissioner rates for daily wagers.

Note: VII: In case, no candidate under consideration for promotion is found fit for the promotion post, then post be advertised for direct recruitment. Management must ensure the availability of best manpower for efficient results.

Relaxation Clause

Under the relaxation clause (except for relaxation mentioned above under Note-I below), no relaxation should be recommended for diluting the academic / professional qualification. However, in case of exceptionally meritorious cases with proven credentials relaxation in age, experience (not in case of promotion) and division can be recommended for consideration by the competent authority. Further, similar relaxation will be possible in case there is nil/poor response to the advertisement of the post for direct recruitment.

The above relaxation clause will also be applicable to all categories of posts of all departments.

X-X-X-X

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
	Manufacturing Department						
1	Chief Chemist (Rs.3000-5000)		Academic: B.Sc Degree with Physics, Chemistry & Math (55% marks) plus Post Graduate Diploma in Sugar Technology from NSI, Kanpur or VSI, Pune (2nd Division) However, preference will go to first divisioners. Experience : Minimum 10 years in Sugar factories out of which minimum two years experience as Chief Chemist or minimum 5 years as Dy. Chief Chemist. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Same as direct recruitment.	Academic: B.Sc Degree with Physics, Chemistry & Math (55% marks) plus Post Graduate Diploma in Sugar Technology from NSI, Kanpur or VSI, Pune (2nd Division) However, preference will go to first divisioners. Experience : 5 years as Dy. Chief Chemist. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Same as direct recruitment.	RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007 & No. SMF-2010/AR-11/10/2172-81 dt. 24.6.2010.
2	Dy.Chief Chemist (Rs.2000-3500)		B.Sc. Degree with Physics Chemistry & Maths plus ANSI IInd Division (Sugar Technology)or any equivalent qualification or Degree in Chemical Engg.. OR M.Sc.(Tech.) IInd Division with 5 yrs. exp. as Manufacturing Chemist.	B.Sc. Degree in Physics Chemistry & Maths plus ANSI IInd Division (Sugar Technology) or equivalent qualification or degree Chemical Engineering OR M.Sc.(Tech.) IInd	Academic: B.Sc. Degree (2 nd Division) with Physics Chemistry & Maths OR Chemical Engineering Plus ANSI/VSI 2 nd Division (Sugar Technology).. Experience : 5 years as Mfg. Chemist. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Same as direct.	RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007 & No.SMF-2010/AR/6242-51 dt. 13.12.10

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
				Division with 5yrs.exp. as Manufacturing Chemist.			
3	Manufacturing Chemist. (Supervisory-A)	Degree in Science with Physics, Chemistry and Mathematics as subjects and Associate membership of National Sugar Institute, Kanpur Or any other equivalent qualification. Manufacturing Chemist. (Supervisory-A)-II Degree in Science with Physics, Chemistry and Mathematics as subjects and at least two years practical experience in the Sugar	B.Sc.Degree plus ANSI-IIInd Division(Sugar Technology) or any equivalent qualification or degree in chemical Engineering or M.Sc.(Tech.)-IIInd Division.	B.Sc.(Science)-IIInd Div. with Sugar Boiling Certificate course and 5 yrs. exp. as Pan Incharge or M.Sc. (Science) with 2 yrs.exp. in process control & Lab. Analysis.	Academic: B.Sc. Degree (2 nd Division) OR Chemical Engineering plus ANSI/VSI with minimum 55% marks (Sugar Technology) However, preference will go to first divisioners. Experience: One year as Apprentice Chemist. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.	Same as direct recruitment.	RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007 & No.SMF-2010/AR/6242-51 dt. 13.12.10 .

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
4	Apprentice Chemist (Rs.4000/-p.m.fixed as stipend)	Industry.	B.Sc. (2nd Div.) with post graduate diploma in Sugar Technology from any recognised Sugar Institute.	-	Academic: B.Sc. in Chemistry OR Chemical Engineering plus post graduate diploma in Sugar Technology (2nd Division)from ANSI/VSI. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	-	Rs. 6000/- per month fixed. RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007& No.SMF-2010/AR/6242-51 dt. 13.12.10 .
5	Laboratory In-charge (Sup.-A)	Degree in Science with Physics, Chemistry and Mathematics as subjects and Associate. Membership of National Sugar Institute, Kanpur Or any other equivalent qualification. Laboratory In-charge (Sup.-A)-II Degree in Science with Physics, Chemistry and	B.Sc. degree with Physics, Chemistry & Maths and 5 years experience as Lab Incharge in the Sugar Industry.	B.Sc. in Science and 5 yrs. exp. as Lab Chemist with exp. of general analysis control & calculation.	Academic: B.Sc. degree with Physics, Chemistry & Maths with three months diploma in Computer Applications. Experience : 2 yrs. as Lab Incharge in a Sugar Mill or 8 yrs. as Lab Chemist in a Sugar Mill .Preference will be given to candidate possessing diploma in Sugar Technology from NSI/VSI. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Same as direct recruitment.	RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007 .

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
		Mathematics as subjects and at least two years experience in the Sugar Industry.					
6	Laboratory Chemist (Supervisory-'C')	Degree in Science with Physics, Chemistry and Mathematics as subjects.	B.Sc.Degree with physics Chemistry & Maths IInd Division.	B.Sc.(Part-I) with physics Chemistry & Maths or 10+2 course (Science) or pre-engineering with 5 yrs. exp. as PH Recorder/ General Analyst.	Academic : B.Sc. Degree with physics Chemistry & Maths IInd Division. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Same as direct recruitment.	RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007.
7	Head Panman (Sup.-B)	Diploma in Sugar Boiling from NSI, Kanpur. Or Deccan Sugar Industry, Pune with 5 years practical experience as Pan Incharge Or Panman with 10 years experience.	Diploma in Sugar Boiling Course from NSI, Kanpur or Deccan Sugar Institute, Pune with 5 yrs. practical experience as Pan Incharge or with 10 yrs. experience as Panman.	Same as direct recruitment.	Academic: Matric 2nd division in Science with Diploma in Sugar Boiling Course from NSI., Kanpur or VSI Pune. Experience: 10 yrs. practical experience as Pan Incharge in a sugar mills.	Academic: Matric 2nd division. Active preference will go to the candidates having Sugar Boiling House Certificate from the recognised institute i.e. NSI Kanpur or Daccan Sugar Institute, Pune Experience: 12 yrs. practical experience as Pan Incharge in sugar mills.	Amended vide RCS letter No. 5509-18 dt. 29.1.2008.
8.	Pan Incharge (Sup.-'C')	Diploma in Pan Boiling Course from NSI, Kanpur	Sugar Boiling Certificate course with 3 yrs.exp.as Pan Incharge. or Matriculate(Science) with 10	2 years .exp. as Panman with total 10 yrs. exp. of Pan control.	Academic: Matric 2nd division with Sugar Boiling Certificate course. Experience: 5 yrs .as Panman with total 10 years exp. at Pan Control. .	Academic Matric 2nd division. Active preference will go to the	Amended vide RCS letter No. 5509-18 dt. 29.1.2008

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
		Or Deccan Sugar Institute, Pune with 5 years exp. as Panman as Pan Incharge Or 10 years exp. as Panfloor	yrs.exp.of Pan Control including 3 yrs. exp. as Panman.			candidates having Sugar Boiling House Certificate from the recognised institute i.e. NSI Kanpur or Daccan Sugar Institute, Pune. Experience: Eight years practical experience as Pan Man.	
9	Panman (Highly skilled)	5 years exp. as Asstt. Panman.	Matriculate(Science) with Sugar Boiling certificate course and 2 years exp.as Assistant Panman.	Matriculate (Science) with 5 yrs. exp. as Asstt. Panman.	Academic: Matriculate(Science) 2nd division with Sugar Boiling certificate course. Experience : 5 years as Assistant Panman.	Academic Matriculate (Science) Experience: 8 yrs. as Asstt. Panman.	
10	Asstt.Panman (Skilled)	---	Matriculate (Science) with Sugar Boiling certificate course. or Matriculate(Science) with 3 yrs. exp.as Asstt. Panman.	Matriculate (Science) with 5 yrs.exp.as Evaporator Operator or as Pan coolie.	Academic: Matriculate Experience: 3 yrs. on Pan Station with Sugar Boiling certificate course will be preferred .	Academic Matriculate (Science) Experience: 5 yrs. .as Evaporator Operator or as Pan coolie.	
11	Evaporator Operator (Skilled)	--	Matriculate(Science) with ITI pass with 2 yrs.exp. as Evaporator/Vapour Cell. or Matriculate(Science) with 4 yrs. exp at Evaporate/Vapour Cell	Matriculate (Science) with 4 yrs.exp.at Evaporator/ Vapour Cell or	Academic: Matriculate(Science) with ITI pass and Experience: One season apprentice at Evaporator Station	Experience: 5 yrs. at Evaporator/ Vapour Cell.	

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
				Middle Class Pass with 7 yrs. exp. at Evaparator/ vapour cell .			
a)	Maceration Attendant (Semi Skilled)	--	Matriculate (Science) 2 nd Division	Middle pass with 5 yrs.exp.of working on water/ juice/ molasses weighing/ measuring scales/tanks.	Academic: Matriculate Ist. Division or 10+2 2nd Division. Experience: One year apprentice work.	Academic : Matric. Experience: 5 yrs. working on water/ juice/ molasses weighing/ measuring scales/tanks.	
b)	Juice Recorder (Semi Skilled)	--	-do-	-do-	-do-	-do-	
c)	Molasses Recorder (Semi Skilled)	--	-do-	-do-	-do-	-do-	
12	PH Recorder/ Analyst (Semi-skilled)	Intermediate Or Higher Secondary.	10+2 course in Science or ITI with 2 yrs. exp. on a similar post.	B.Sc. (Part-1) or 10+2 course (Science) ITI with 2 yrs.exp. in similar post. OR Matriculate (Science) 2 nd Div .with 5 yrs. exp. on a similar post.	Academic : 10+2 in Science Experience: 2 yrs. apprentice work in a sugar mills or similar position in any industry.	Academic Matriculate (Science) 2 nd Div . Experience 5 yrs. on a similar post.	
13	Mate (Semi-skilled) for	--	Matriculate(Science) or ITI with 3 yrs. exp. on similar posts.	5 yrs. exp.on the relevant post or	Academic: ITI	Academic Matric	Category changed to

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
	Juice Sulphitation Syrup Sulphitation Clarifier Vaccum Filter Juice Heater Lime Station Centrifugal Section Sugar Bag Stitching		OR Matric(Science) with minimum 5 yrs. exp. on the relevant post of equipment.	equipment.	Experience: 5 yrs. as Attendant on same station.	Experience: 7 yrs. on the relevant station	Skilled.
14	Attendants (Semi-skilled) for Juice Sulphitation Syrup Sulphitation Clarifier Vaccum Filter Juice Heater Lime Station Centrifugal Section Sugar Bag Stitching	--	Matriculate(Science) or ITI with 3 yrs. exp. on similar posts. OR Matric(Science) with minimum 5 yrs. exp. on the relevant post of equipment.	5 yrs.exp.on the relevant post or equipment.	Academic ITI. Experience: One season apprenticeship on same station.	Academic Matric Experience: 3 yrs. on the relevant station	
15.	Lab Boy (Semi-skilled)	---	Matriculate(Science) with 2 yrs.exp. on a similar Post.	Middle pass with 4 yrs. exp. on similar post.	Academic : 10+2 (Science) Experience: One year apprentice work in sugar mill.	Academic Matric Experience 4 yrs. on similar post.	
16.	Sample Boy (Un-skilled)	--	Matriculate(Science) with 2 yrs.exp. on a similar Post.	Middle pass with 4 yrs. exp. on similar post.	Academic : Matriculate Science Experience: One year apprentice in Sugar Mills.	Same as direct.	
17.	Coolies/Mazdoor for all sections/Stations & Machinery units (Un-skilled)	--	Literate & Healthy persons	Literate plus 3 yrs. exp. in Sugar factory.	Academic: Middle pass & Healthy persons	Same as direct recruitment.	
18.	Magma Operator				Middle pass & Healthy persons.	Same as direct	

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

	(Un-skilled)					recruitment.	
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Note I : 'O' Level Computer course mentioned against qualifications means minimum three months computer course from Govt. / reputed Institute and should be able to pass the Basic knowledge test of computer handling.

Note II: (i) Stipend for officer level class apprentice can be increased every year in proportion to the increase in the Price Index over previous year as on first November subject to the good performance of the apprentice.
(ii) Stipend for lower class apprentice can be paid as per D.C. rates/Labour Commissioner rates for daily wagers.

Note: III Unless promotion/regularisation is made strictly on the basis of seniority in all cases of promotion upto Clerical-II category. Working skill of the candidates shall first be verified/tested before promotion, by a three member committee of officers/experts constituted by the appointing authority. Audio, video and documentary record of interview, practical test & written test respectively by the committee shall be retained for three years for examination by higher authorities. In case of Supervisory posts one member in the committee should be nominee of the MD of the Sugarfed Haryana.(Amended vide RCS (SM) letter No.SMF-2006/AR/2365-74 dated 10.6.08)

Note: IV: In case, no candidate under consideration for promotion is found fit for the promotion post, then post be advertised for direct recruitment. Management must ensure the availability of best manpower for efficient results.

Relaxation Clause

Under the relaxation clause, no relaxation should be recommended for diluting the academic / professional qualification. However, in case of exceptionally meritorious cases with proven credentials relaxation in age, experience (not in case of promotion) and division can be recommended for consideration by the competent authority. Further, similar relaxation will be possible in case there is nil/poor response to the advertisement of the post for direct recruitment.

The above relaxation clause will also be applicable to all categories of posts of all departments.

X-X-X-X-X

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

<u>Cane Department</u>							
1.	Cane Manager (Rs.3000-5000)	--	<p>Academic : M.Sc. Agriculture 2nd division preferably M.Sc. in Agronomy.</p> <p>Experience: Three years experience as Cane Manager or 5 years experience as Cane Development Officer/ Cane Marketing Officer/ Deputy Cane Manager in Sugar Mill.</p> <p>OR</p> <p>Academic: B.Sc. Agriculture 2nd division.</p> <p>Experience: 5 years exp. as Cane Manager or 7 years exp. as Cane Development Officer/ Cane Marketing Officer/ Deputy Cane Manager in a Sugar Mill.</p> <p>Active preference will go to graduates from H.A.U, G.B.P. A.U. & PAU.</p> <p>Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.</p>	Same as direct recruitment.	<p>Academic : M.Sc. Agriculture 2nd division preferably M.Sc. in Agronomy.</p> <p>Experience: 5 years experience as Cane Development Officer/ Cane Marketing Officer/ Deputy Cane Manager in Sugar Mill.</p> <p>OR</p> <p>Academic: B.Sc. Agriculture 2nd division.</p> <p>Experience: 7 years exp. as Cane Development Officer/ Cane Marketing Officer/ Deputy Cane Manager in a Sugar Mill.</p> <p>Preference will go to graduates from H.A.U, G.B.P. A.U. & PAU.</p> <p>Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.</p>	Same as direct recruitment.	RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007 & No. SMF-2010/AR/2172-81 dated 24.6.2010.
2.	Cane Dev.Officer (Sup.A grade)	Degree in Agriculture and at least 5 years practical experience in Cane Farm & Cane Development.	<p>B.Sc. Agriculture with 5 yrs. exp. as Cane Development Inspector/ Cane Marketing Inspector.</p> <p>OR</p> <p>M.Sc. Agriculture with 3 years experience as Cane Development Inspector/ Cane Marketing Inspector.</p>	Same as direct recruitment.	<p>Academic: M.Sc. Agriculture 2nd division.</p> <p>Experience: 3 years experience as Cane Development Inspector/ Cane Marketing Inspector in Sugar Mills</p> <p>OR</p> <p>Academic: B.Sc. Agriculture 2nd division.</p> <p>Experience: 5 years exp. as Cane Dev. Inspector/ Cane Marketing Inspector in sugar mills.</p> <p>Active preference will go to graduates from</p>	Same as direct recruitment.	RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
					H.A.U, G.B.P.A.U & PAU. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.		
3	Cane Mktg. Officer (Sup-A)	--	B.Sc. Agriculture with 5 years exp. as Cane Development Inspector/ Cane Marketing Inspector.	Same as direct recruitment .	Same as above for C.D.O.	Same as direct recruitment.	
4.	Cane Development/ Marketing Inspector (Clerical grade-II)	Graduate	B.Sc. Agriculture with 5 years experience as Cane quality Supervisor/ Cane Yard Supervisor/ Cane Development Supervisor.	Same as direct recruitment .	Academic: B.Sc. Agriculture 2nd Division. Experience: 5 years experience as Cane quality Supervisor/ Cane Yard Supervisor/ Cane Dev. Supervisor/ Cane Farm Supervisor. Active preference will go to graduates from H.A.U, G.B.P.A.U. & PAU. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Same as direct recruitment	Category changed to Supervisory-C. RCS (SM) vide letter No.SMF-2007/ 6715 dated 17.10.2007.
5.	Cane Development Supervisor (Clerical grade-III)	Degree in Agriculture	B.Sc Agriculture	B.Sc Agriculture	Academic : B.Sc Agriculture 2nd division. Active preference will go to graduates from H.A.U, G.B.P.A.U. & PAU. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.	-do-	Category changed to Clerical-II. RCS (SM) vide letter No.SMF-2007/ 6715 dated 17.10.2007.
6.	Cane Farm Supervisor (Clerical Grade III)	--	B.Sc Agriculture	Graduate with 5 years exp. in Cane Dev. or Matric with 10	Same as above for C.D.S.	Academic Graduate Experience 5 years in Cane	Category changed to Clerical-II. RCS (SM) vide letter

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
				yrs. exp. in Cane Dev.		Dev. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	No.SMF-2007/6715 dated 17.10.2007.
7.	Cane Yard Supervisor (Clerical Grade-III)	Intermediate OR Higher Secondary.	B.Sc Agriculture	Same as direct recruitment.	Same as above for C.D.S.	Same as direct recruitment.	Category changed to Clerical-II.
8.	Cane Quality Supervisor (Clerical Grade-III)	-	B.Sc Agriculture	B.Sc. Agriculture	Same as above for C.D.S.	-do-	Category changed to Clerical-II.
9.	Cane Farm Mate (Semi-Skilled)	---	Matric with two yrs. exp. in cane farm or Cane Dev.	Matric with two yrs. exp. in cane farm or Cane Dev.	Academic 10+2 (2nd Division) Experience : Five yrs. in cane farm or Cane Development.	Same as direct recruitment .	
10	Cane Kamdar / Runner Kamdar (Semi-Skilled)		Matric with knowledge of cane cultivation.	Matric with two yrs. exp. in cane Development.	Academic: Matric (2nd Division) with knowledge of cane cultivation.	--	
11	Cane Accountant (Clerical Grade-I)	Commerce graduate.	B.Com. with 3 yrs. exp. in some commercial firm	Matric with 5 years exp. as Assistant Cane Accountant or 10 years exp. in accounts of Cane Deptt.	Academic: B.Com (2nd Division) Experience: 3 yrs. in some reputed commercial firm/industries. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	Academic Graduate with economics. Experience: 5 yrs. as Asstt. Cane Accountant or Cane Clerk (P) having 10 years exp. in accounts	RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
				Section.		of Cane Deptt. in sugar mill. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	
12	Purchi Section Incharge (Clerical Grade-III)	Intermediate Or Higher Secondary.	Graduate	Matric with 10 yrs. exp. as Cane Clerk.	Academic: Graduate preferably B.Com. with one year Diploma in Computer Application. Experience: Minimum one year in Purchi Section as Clerk or apprentice.	Same as direct recruitment.	
13	Centre Incharge (Clerical Grade-III)	Intermediate Or Higher Secondary.	Graduate Security: The Security only for Centre Incharge:- Fidelity Bond of Rs.10,000/- plus cash security of Rs. 1,000/- .	Matric with 10 yrs. exp. as Cane Clerk.	Academic: Graduate with Knowledge of computer is necessary. Computer course upto 'O' level will be preferred. Security: The Security only for Centre Incharge:- Fidelity Bond of Rs.10,000/- plus cash security of Rs. 1,000/- .	Academic/Exp. Graduate with 3 yrs. or 10+2 (2nd Division) with 5 yrs. exp. or Matric (1st. Division) with 7 years exp. as Cane Kamdar/ Daftri/ Centre Chowkidar/ Peon or similar equal posts Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.	RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007.
14	Weighbridge Fitter - cum-Mechanic (Highly skilled)		I.T.I. certificate in Fitter Trade with 5 yrs. exp. in repair and maintenance of Weighbridge, out	I.T.I. in Fitter trade with 5 yrs. experience	Academic: I.T.I. certificate in Fitter/Electronic/ Instrumentation Trade. Exp.: 5 yrs. in repair and maintenance of	Same as direct recruitment.	

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
			of which atleast 2 years experience should be as independent working on Weighbridge.	Fitter Helper on Weighbridge.	Weighbridges with 30 ton or more capacity.		
15.	Weighbridge Helper/ Assistant Fitter (Semi Skilled)		ITI in Fitter trade.	Same as direct recruitment.	Academic: ITI in Fitter/ Electronics/ Instrumentation.	Same as direct recruitment.	New post to be created.
16.	Weigh Bridge Coolie (Un-skilled)		Middle		Academic: Middle pass with good health.	Same as direct recruitment.	
17	Bio Lab Incharge (Sup-C)		B.Sc Agri. with two years exp. in Sugar Mills	Same as direct recruitment.	Academic: B.Sc Agri. 2 nd division. Experience : 5 years as Cane Quality Supervisor/Cane Development/ Marketing Supervisor. Active preference will go to Graduate from HAU, GBPAU & PAU & having experience in similar Bio-Lab in any reputed Institute/Research Centre of Tissue Culture. Knowledge of computer is necessary.	Same as direct recruitment.	RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007 & letter No. SMF-2007/AR/6960-69 dated 25.10.2007 & No.SMF-2009/AR-11/10/10,000-10009 dt 24.2.2009
18	Assistant Bio Lab Incharge (Clerical-II)		B.Sc Agriculture.	B.Sc Agriculture.	Academic B.Sc Agriculture with 2 nd division. Active preference will go to Graduate from HAU, GBPAU & PAU & having experience in similar Bio-Lab in any reputed Institute/ Research Centre of Tissue Culture. Knowledge of computer is necessary.	Same as direct recruitment.	RCS (SM) vide letter No.SMF-2007/6715 dated 17.10.2007 & letter No. SMF-2007/AR/6960-69 dated 25.10.2007 & No.SMF-

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
							2009/AR-11/10/10,000-10009 dt 24.2.2009
19	Kamdar/Lab Boy (Semi Skilled)		Matric	Matric	Academic : Middle	Same as direct recruitment	Amended by RCS (SM) vide letter No.SMF-09/ AR/9383 dated 25.2.2009,
20	Beldar (Un-Skilled)		Middle	Middle	Academic :Middle	Same as direct recruitment	Diminishing Cadre. RCS (SM) vide letter No.SMF-2009/AR-11/10/9383 & 9384-93 dated 25.2.2009
21	Sweeper (Un-Skilled)		Literate with sound health.	-	Literate with sound health.	-	On contract

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

Note 1 : The officials who were working as Cane Supervisor, Yard Supervisor and Cane Inspector before 31.12.1990 and were qualified as per then Sugar Wage Board but at present are not qualified as per Service Rules qualifications, will be eligible for one promotion (if they have got none till date), subject to the availability of posts and the following conditions:-

- i) Candidate should be 2nd Division in Graduation or Post Graduation or his overall academic record should be average 2nd Division.
- ii) He should have meritorious service record through documentary evidence.
- iii) He should not have any adverse remarks in his service career and he should not have faced any major or minor penalty for deliberate negligence of duty/poor workmanship or fraud.
- iv) He should be able to discharge his duties satisfactorily on the promotional post..
- v) His competence and fitness for promotional post is certified by his immediate senior supervisor/officer, and HOD.

Note: II: Regularisation of service from seasonal to permanent on same post will not be treated as promotion for the purpose of above promotion in grade/rank. promotion.

Note: III Unless promotion/regularisation is made strictly on the basis of seniority in all cases of promotion upto Clerical-II category. Working skill of the candidates shall first be verified/tested before promotion, by a three member committee of officers/experts constituted by the appointing authority. Audio, video and documentary record of interview , practical test & written test respectively by the committee shall be retained for three years for examination by higher authorities. In case of Supervisory posts one member in the committee should be nominee of the MD of the Sugarfed Haryana.

Note: IV: Similarly, the priority of claim of a senior and competent candidate who is qualified as per Service Rules will not be overlooked/by-passed..

Note: V : 'O' Level Computer course mentioned against qualifications means minimum three months computer course from Govt. / reputed Institute and should be able to pass the Basic knowledge test of computer handling.

Note: VI: In case, no candidate under consideration for promotion is found fit for the promotion post, then post be advertised for direct recruitment. Management must ensure the availability of best manpower for efficient results.

Relaxation Clause

Under the relaxation clause (except for relaxation mentioned above under Note-I below qualification of the Cane Department) , no relaxation should be recommended for diluting the academic / professional qualification. However, in case of exceptionally meritorious cases with proven credentials relaxation in age, experience (not in case of promotion) and division can be recommended for consideration by the competent authority. Further, similar relaxation will be possible in case there is nil/poor response to the advertisement of the post for direct recruitment.

The above relaxation clause will also be applicable to all categories of posts of all departments.

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- i) Meritorious means = Overall academic record should be 2nd division.
- ii) His competency should be certified by his senior Officer/HOD.
- iii) Paper presentation record with regard to his research and innovative action showing the improvement in the mills results (in case of Supervisory posts.)

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

List of diminishing cadre/abolished posts

1	Assistant Cane Accountant 1300-35-1650-40-2050(Unrevised 3750-90-4200-EB-100-5700 (Revised, Cler-II)						Diminishing cadre.
2.	Watchman/ Chowkidar at Centre		Literate with good health preferably Ex-Serviceman		Literate with good health preferably Ex-Serviceman.		Diminishing cadre.
3.	Typist (Clerical Grade -III)	---	Graduate with speed of 40 w.p.m..	-			Post abolished in revised staff strength
4	Daftri (Clerical-III)	Matriculate	By promotion only.	By promotion out of peons who are matriculate.			Post abolished in the revised staff strength.
5	System Analyst (Supervisory-.A Grade)	--	BE Computer Science/ Electronics or MCA from a recognised. University/ Institute or equivalent with a minimum exp. of 3 yrs. Diploma in Computer Science with 5 yrs.exp. in the field of Software Development.	Same as direct.			Post abolished.
6	Computer Programmer	--	B.Sc.(Non-Medical)/ B.Com./ B.Sc. Statistics & Maths & Dip.in Computer Applications with 5 years experience or Degree in	Same as direct recruitment.			Post abolished.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
			Computer Applications from recognised University/Institute with 3 years experience.				
7	Store Officer (Sup.Grade-A)	--	Degree in Commerce or Diploma in Mech.Engg. with 5 yrs.exp.	Graduate with 10 years exp. as Store Keeper.	Degree in Commerce or Diploma in Mech. Engg. with 5 yrs.exp. as Store Keeping. Knowledge of computer is compulsory.	Graduate with 10 years exp. as Store Clerk. Computer course upto 'O' level	Diminishing cadre.
8.	Mechanic-II (Skilled-A)	I.T.I. Certificate	Literate with driving licence for light vehicle preference for experience hand.	-			Post abolished in revised staff strength.
9	Sweeper(Un-skilled)	--	Having Sound health.	-	Having Sound health.		Diminishing cadre
10	Mali(Un-skilled)	--	Having experience in gardening.	-	Having experience in gardening.		-do-
11.	Jamadar (Semi-skilled)	---	Ex-Serviceman with good health.	-			Post abolished in the revised staff strength.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
12.	Oversear (Sup.C)	Diploma in Civil Engineering from a recognized Technical Institute.	Diploma in Civil Engineering with Ist Division from a recognised Technical Institute.	Dip. in Civil Engg. with Ist. Division from a re-cognised technical Institute.			Post abolished in the revised staff strength.
13	Armature \Motor Winder (Skilled-A)	--	ITI in Electrician Trade with 2 years exp. in similar capacity.	8 years experience as Wireman-I			Post abolished in the revised staff strength.
14	Electrical Helper (Semi Skilled)	--	Should be literate having 2 yrs. exp. in similar capacity.	Should be literate having 2 yrs. exp. in similar capacity.	Should be ITI in Electrical trade.		Adjusted against Sr. No. 33 (C) .
15	Winder Helper (Semi-skilled)	--	ITI of same trade or ITI in Electrical Trade if ITI in Motor Winding is not available	Same as direct recruitment.			Post abolished in the revised strength.
16	Fitter Helper (Semi-skilled)	--	ITI in Fitter Trade.	Should be literate with 5 exp.in Sugar Industry.			Adjusted against Sr.No.33
17	Turner-II (Skilled -B)	--	ITI certificate in Turner's Trade with 2 yrs.exp.as Turner-III.	8 years exp. as Turner-III.			Stand abolished.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
18	Moulder-I(Skilled)	3 years experience as Moulder-II	ITI certificate in Moulding trade with 2 yrs.exp.as Moulder-I or 6 yrs. exp. as Moulder-II.	8 years experience as Moulder-II.			Post abolished in the revised staff strength.
19.	Moulder-II (Skilled-B)	--	Should have 2 yrs. exp. in this capacity.	Should have worked as Majdoor in moulding shop for 3 years.			Post abolished in the revised staff strength.
20	Moulder-II(Skilled-B)	--	ITI certificate in Moulder trade or 6 yrs. exp. as Moulder - III.	8 yrs.exp.as Moulder-III			Stand abolished.
21	Moulder Helper (Semi-skilled)	--	ITI in Moulder Trade	-do-			Post abolished in the revised strength.
22	Welder-II(Skilled-B)	--	ITI certificate in Welder's Trade with 2 yrs.exp.in this capacity or 6 yrs.exp.as Welder-III.	8 yrs. exp. as Welder-III.			Stand abolished.
23	Carpenter (Skilled-B)	--	ITI certificate in Carpentry with one year exp. as carpenter-I or 6 yrs. exp. as Carpenter-II.	6 yrs exp. as Carpenter-II			Stand abolished.
24	Pattern Maker-II (Skilled)	3 years experience as Moulder-II	ITI certificate in pattern maker trade with 2 yrs.exp. in similar position.	8 years experience as Carpenter-I			Post abolished in the revised staff strength.
25	Pattern Maker Helper (Semi-skilled)	--	ITI in Pattern Maker of Carpenter Trade	Same as direct.			Post abolished in the revised strength.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
26	Plumber (Skilled-B)	--	ITI certificate with 2 yrs.exp.in the trade of plumbing work.				Adjusted against Sr. No. 31
27	Engine Driver-II (Semi-skilled)	--	Should have 3 yrs. exp. in this capacity.	Should have 7 yrs. exp. in this capacity.			Post abolished in the revised staff strength.
28.	Beltman (Semi-skilled)	--	Should have 3 yrs. exp. in this capacity.	Should be able to give a successful trial.			Post abolished in the revised staff strength.
29	Tinsmith (Skilled-B)	---	Should be literate having 2 yrs.exp.in similar capacity.	Should be able to pass a practical test.			Post abolished in the revised staff strength.
30	Mate(Semi-skilled)	--	Should be literate with 2 yrs. exp. in similar capacity.	Should have worked in Sugar Industry for 5 yrs.			Stand abolished.
31	D.M.Plant Effluent Supervisor (Sup.C) &	---	B.Sc.(Science)-IInd Division with 3 yrs.exp. in Chemical Analysis or working in a chemical plant.	B.Sc.with 3 yrs.exp. on general analysis in laboratory in sugar mills.			Post abolished in revised staff strength.
32	Painter (Semi Skilled) (Rs.2900-4550)				Academic: Matric Experience: 5 yrs. in painting job.	Literate with 5 yrs. in reputed concern.	Post in diminishing cadre.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications			Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion		

	Pay scale implemented w.e.f. 1.7.04	Name of Pay band	Revised pay scales applicable w.e.f. 1.9.09	Grade Pay	1st ACP on Grade pay (After 10 yrs service)	2nd ACP on Grade pay (After 20 yrs service)	3rd ACP on Grade pay (After 30 yrs service)
-							
Unskilled	2750-4300	IS	4440-7440	1400	1650	1800	1900
Semi-Skilled	2900-4550	PB-1	5200-20200	1650	1800	2400	3200
Skilled & Clerical-III	3450-5300	PB-1	5200-20200	1900	2400	3200	3300
H.Skilled-A & Clerical-II	3750-5700	PB-1	5200-20200	2000	2400	3200	3300
Sup-C & Clerical-I	4000-5975	PB-1	5200-20200	2400	3200	3300	3600
Sup-B	4500-6675	PB-1	5200-20200	2500	3200	3300	3600
Sup-A	5500-9500	PB-2	9300-34800	3300	3600	4000	4200
Chief Chemist,Chief Engineer, Cane Manager	10000-15200	PB-3	15600-39100	6400	6600	7600	8000
Chief Accounts Officer	10000-13900	PB-3	15600-39100	6000	6400	6600	7600
Dy.Chief Engineer,Dy.Chief Chemist	6500-10500	PB-2	9300-34800	4200	4600	4800	5400
Dy.Chief Accounts Officer							
Labour Welfare Officer	6500-9900	PB-2	9300-34800	4000	4200	4600	4800
For Panipat Sugar Mill							
Distillery Manager,Panipat	10000-15200	PB-3	15600-39100	6400	6600	7600	8000
Pharmacist-2 & 1	5000-7850	PB-2	9300-34800	3200	3300	3600	4000
Lab Asstt/Att,Panipat sugar mill	3050-4590	PB-1	5200-20200	1900	2400	3200	3300

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

Qualification prescribed for the post of Cane Yard Supervisor (By direct recruitment & By promotion) before 5.9.2007

B.Sc.Agriculture

Qualification prescribed for the post of Cane Yard Supervisor (By direct recruitment & By promotion) vide letter dt.5.9.2007

Academic : B.Sc Agriculture 2nd division.

Active preference will go to graduates from H.A.U, G.B.P.A.U. & PAU.

Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.

Relaxation Clause

Under the relaxation clause (except for relaxation mentioned above under Note-I below qualification of the Cane Department) , no relaxation should be recommended for diluting the academic / professional qualification. However, in case of exceptionally meritorious cases with proven credentials relaxation in age, experience (not in case of promotion) and division can be recommended for consideration by the competent authority. Further, similar relaxation will be possible in case there is nil/poor response to the advertisement of the post for direct recruitment.

The above relaxation clause will also be applicable to all categories of posts of all departments.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

PERMANENT

Cane Development Supervisor(C-III)5200-20200+1900

Academic : B.Sc Agriculture 2nd division.

Active preference will go to graduates from H.A.U, G.B.P.A.U. & PAU.

Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.

Dispensary Attendant(SS)5200-20200+1650

Academic: Matric

Experience: One year apprentice in Dispensary.

Fitter(Skilled)5200-20200+1900

Academic:

ITI certificate in Fitter's trade .

Experience: 2 years in this capacity or 6 yrs. as fitter-III/helper.

Hammerman(HS)5200-20200+2000

Academic: ITI Black Smith with good health.

OR

Experience: Should have worked in this capacity for 3 yrs. in a workshop and should pass the practical test.

Head Fittter(HS) 5200-20200+2000

Academic: Matric with ITI in Fitter trade.

Experience: 8 yrs. exp. as Fitter –I in sugar mills

Khalasi(SS)_ 5200-20200+1650

Academic: Middle Pass.

Experience: Should have worked in similar capacity in sugar industry for 2 yrs. OR in heavy industry such as Paper, Cement, Power Plant, Textile Mills or any Heavy Machinery Workshop.

However, experience from Sugar Mills or Power Plant will be preferred.

Masson(Skilled)5200-20200+1900

Mali/Gardner(2)(US)4440-7440+1400

Having experience in gardening.

Peon(2)(US)4440-7440+1400

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

Middle pass with Hindi with knowledge of catering.

Record Keeper/Clerk(2)(C-III)5200-20200+1900

Academic :Graduate preferably B.Com. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.

Runner Kamdar(6)(SS)5200-20200+1650

Academic: Matric (2nd Division) with knowledge of cane cultivation.

Store Boy(2)(SS)5200-20200+1650

Academic: Matric

Experience: One year apprentice in Store Work.

Sweeper(4)(US)4440-7440+1400

Literate with sound health.

Turner(4)(Skilled)5200-20200+1900

Academic: ITI certificate in Turner trade.

Experience: 2 yrs. as Turner – I or 8 yrs. as Turner Helper.

SEASONAL

Bag Sticking Operator(3)(SS)5200-20200+1650

Academic Middle Class pass

Experience: 2 yrs of bag stitching Machine.

Chowkidar at Centre(9)(US)4440-7440+1400

Literate with good health preferably Ex-Serviceman.

Coolie(98)(US)4440-7440+1400

Academic: Middle pass & Healthy persons

JS Attendant(SS)5200-20200+1650

Academic ITI.

Experience: One season apprenticeship on same station.

JM Recorder(SS)5200-20200+1650

Lab Boy(3)(SS)5200-20200+1650

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

Academic : Middle

Magma Operator(5)(US)4440-7440+1400

Molasses Recorder(SS)5200-20200+1650

Academic: Matriculate Ist. Division or 10+2 2nd Division.

Experience: One year apprentice work.

Runner Kamdar(6)(SS)5200-20200+1650

Academic: Matric (2nd Division) with knowledge of cane cultivation.

Tubewell Attendant(SS)5200-20200+1650

IDFD Attendant(SS)5200-20200+1650

SF Attendant(SS)5200-20200+1650

Academic ITI.

Experience: One season apprenticeship on same station.

Token Boy(2)(US)4440-7440+1400

Middle pass with Hindi with knowledge of catering.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
	Attendants (Semi-skilled) for Juice Sulphitation Syrup Sulphitation Clarifier Vaccum Filter Juice Heater Lime Station Centrifugal Section Sugar Bag Stitching	--	Matriculate(Science) or ITI with 3 yrs. exp. on similar posts. OR Matric(Science) with minimum 5 yrs. exp. on the relevant post of equipment.	5 yrs.exp.on the relevant post or equipment.	Academic ITI. Experience: One season apprenticeship on same station.	Academic Matric Experience: 3 yrs. on the relevant station	
	Store Boy (Semi-skilled)	Literate	Middle	-	Academic: Matric Experience: One year apprentice in Store Work.	Same as direct recruitment.	

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

Cane Manager

Academic : M.Sc. Agriculture 2nd division preferably M.Sc. in Agronomy.

Experience: 5 years experience as Cane Development Officer/ Cane Marketing Officer/ Deputy Cane Manager in Sugar Mill.

OR

Academic: B.Sc. Agriculture 2nd division.

Experience: 7 years exp. as Cane Development Officer/ Cane Marketing Officer/ Deputy Cane Manager in a Sugar Mill.

Preference will go to graduates from H.A.U, G.B.P. A.U. & PAU.

Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.

Purchase Officer

Academic: MBA in marketing or degree in Mechanical Engineering

Experience: Three years experience in purchase line in reputed industry. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred. .

Security : Indemnity Bond to compensate the Society against cash loss/embezzlement due to his negligence/ involvement in fraud.

Legal Assistant

Academic : Law Graduate (with Professional Degree) from a recognised University.

Experience: Atleast three years

exp. of dealing with legal cases in any reputed Industrial organization. "Knowledge of computer is necessary. Computer course upto 'O' level will be preferred " .

PA to MD

Academic: Graduate 2nd division from a recognised University having speed of 100 w.p.m. in English Shorthand & transcription @ 15 w.p.m and 80 w.p.m...in Hindi shorthand & transcription @ 15 w.p.m. Knowledge of computer application software.

Boiler Operation Engineer

Academic: Degree in Mechanical Engineering

with Boiler Operation Engineering certificate (55% marks) **Experience:** 2 yrs.exp. on Pressure Boilers of minimum 32 kg/Sq. CM. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.

OR

Academic: Diploma in Mechanical Engineering (55% marks) with Boiler Operation Engineering Certificate. However, preference will go to first divisioners.

Experience: 5 yrs. as Asstt. Engineer in Sugar Industry. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.

Lab Incharge

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

Academic: B.Sc. degree with Physics, Chemistry & Maths with three months diploma in Computer Applications.

Experience : 2 yrs. as Lab Incharge in a Sugar Mill or 8 yrs. as Lab Chemist in a Sugar Mill

Preference will be given to candidate possessing diploma in Sugar Technology from NSI/VSI. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.

Centrifugal Mechanic

Academic: Matric with ITI Certificate in Fitter trade

Experience: 8 years as Centrifugal Fitter in sugar mills

Turbine Mechanic

Academic :Matric (2nd Division) & ITI in Fitter Trade/Diesel Engine/Auto Mobile Mechanic

Experience: 2 years as Turbine Mechanic on minimum 1.5 MW Power Turbine or 10 yrs. as Turbine Operator/Attendant during season & repairing/overhauling during off season

Boiler Attendant

Academic: Matric (2nd Division) pass holding 1st class Boiler Competency certificate as laid down in the Indian Boiler Act

Experience: 5 yrs. as Fireman in Operation of minimum 21 kg/CM2 capacity Boilers.

Power House Turbine Attendant

Academic ITI in Steam Turbine-cum Auxilary Plant Operator.

Experience: 2 yrs. operating High pressure steam Turbine.

Centrifugal Operator

Academic ITI.

Experience: One season apprenticeship on same station.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

Assistant Engineer (Instrumentation)

Academic B.E. Instrumentation/ Electronics & Communication.

Experience: 1 yr. in handling instruments & Auto Control System(PLC/ SCADA/ DCS/ Pneumatic Systems) in Sugar Mills/Power Chemical Process Plants or Instruments System houses. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.

Assistant Engineer (Mechanical)

Academic :Degree in Mechanical Engineering (55% marks).

Experience: At least 1 yr apprenticeship in Sugar Industry or completion of the Sugar Engineering Course from the NSI, Kanpur or one year exp. in any established heavy industry like Paper, Chemical, Textile etc. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred. OR

Academic: Dip. in Mechanical Engg. (55% marks) However, preference will go to first divisioners.

Experience : 3 yrs. exp. as Asstt. Engineer(Mechanical) in Sugar Industry or in any heavy industry like Paper, Chemical, Textile etc. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred..

Assistant Engineer (Civil)

Academic: Degree in Civil Engineering (2nd Division).

Experience: Atleast 1 yr. as Apprentice in Civil Construction work and RCC design work of Sugar Mills. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.

OR

Academic: Diploma in Civil Engineering (1st. Division).However, preference will go to first divisioners.

Experience: Atleast 2 yrs. as Apprentice in Civil Construction work and RCC design work of Sugar Mills. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.

Assistant Engineer (Electrical)

Academic: Degree in Electrical Engineering (55% marks) **Experience:** At least 1 yr. in maintenance and running of power station/One year apprentice in Sugar Industry. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred. OR

Academic: Diploma in Electrical Engineering (55% marks).However, preference will go to first divisioners.

Experience : 3 yrs. as Asstt. Engineer (Electrical) or 4 yrs. As Foreman. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

By Direct Recruitment

Academic:-Chartered Accountant or ICWA

Experience:- 3 Years of handling the accounts & finance of a reputed commercial Organisation having turn over of minimum Rs. 20 crores per annum

By Promotion

Academic:

B.Com 2nd division

or CA

Exp.8 yrs. exp.(for B.Com 2nd division) or 3 years (for CA) respectively as Dy. Chief Accounts Officer subject to the fulfilment of following conditions:-

- i) Ratio of direct recruitment and by promotion will be 2:1 (two to one). However, it will be discretion of the Mills management from where to start the process for filling up the posts initially, either by direct recruitment or by promotion .
- ii) Incumbent should have meritorious service record through documentary evidence. His 70% record should be very good or above.
- iv) He should not have any adverse remarks in his service career and he should not have faced any major or minor penalty for deliberate negligence of duty/poor workmanship or fraud.
- iv) He should be able to discharge his duties satisfactorily on the promotional posts.
- v) His competence and fitness for promotional post is certified by his immediate senior officer/HOD.
- vii) Knowledge of computer is necessary.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

1.Cane Development Supervisor

Academic : B.Sc Agriculture 2nd division.

Active preference will go to graduates from H.A.U, G.B.P.A.U. & PAU.

Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.

2.Lab Chemist

Academic : B.Sc. Degree with physics Chemistry & Maths IInd Division. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.

3.Panman 1(Seasonal)

Academic: Matriculate(Science) 2nd division with Sugar Boiling certificate course.

Experience : 5 years as Assistant Panman.

4.Quad Mate 1(Seasonal)

5.Centrifugal Mate 1(Seasonal)

Academic: ITI

Experience: 5 yrs. as Attendant on same station.

6.Boiler Chemist 1(Seasonal)

7.Cane Carrier Attendant 1(Seasonal)

8.Power Turbine Attendant 1(Seasonal)

Academic ITI in Steam Turbine-cum Auxilary Plant Operator.

Experience: 2 yrs. operating High pressure steam Turbine.

9.Electrician 1(Permanent)

Academic: ITI in Electrician trade.

Experience: 2 yrs. as Electrician or 8 yrs. in Electrical Deptt. of the sugar mills. OR in heavy industry such as Paper, Cement, Power Plant, Textile Mills or any heavy Machinery Workshop.

However, experience from Sugar Mills or Power Plant will be preferred.

10.Mill Turbine Attendant 1(Seasonal)

Academic ITI in Steam Turbine-cum Auxilary Plant Operator.

Experience: 2 yrs. operating High pressure steam Turbine.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
2.	Data Entry Operator (Sup.-C) (Nomenclature changed to Clerk)	--	Graduate with Diploma in Computer application with 3 yrs.exp. or Degree in Computer application from recognised University with one year experience.	Same as direct recruitment.	Academic:- 10+2 with min. 50% marks. OR Graduate with min. 45% marks. Professional:- Six months course in Computers. OR Data Entry Course. Experience:- NIL. But, experienced will get preference.	Same as direct recruitment.	

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

CHIEF ENGINEER

Academic: Degree in Mechanical/ Electrical/ Instrumentation Engineering (55% marks).

Experience : 5 years as Dy. Chief Engineer.

Preference will be given to those who possess Boiler Operation Engineering Certificate or Sugar Engineering or Sugar Engineering Certificate from NSI. Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.

OR

Academic: Diploma in Mechanical/ Electrical/ Instrumentation Engineering (55% marks). However, preference will go to first divisioners.

Experience: 7 years as Dy. Chief Engineer.

Preference will be given to those who possess Sugar Engineering Certificate from NSI or Boiler Operation Engineering Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

Assistant Purchase Officer (Sup. Grade-B)

Academic Graduate 2nd Division

Exp. 7 yrs as Purchase Clerk. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.

Shri Ramdhari, Share Clerk (Clerical –III)

BA(2nd Div), MA(Sanskrit), M.Phil(Sanskrit)

12 yrs.exp. as Purchase Clerk

Performing the duty of Purchase Officer as per orders dt.19.1.16 issued by the mill.

Shri Balwan Singh, Store Keeper (Clerical Grade-I)

BA

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

Qualification yet not approved

1.Sanitation and Gardening Supervisor(Semi-Skilled)

Academic:-Matric

Exp:-5 Yrs. In this line

2.Instrument Attendant(Semi-Skilled)

Academic:- ITI Instrumentation/Electronics (preference to Electronic or Electronic & Communication)

Exp. one year apprentice work in sugar mills/power plant.

3.Sanitary Fitter/Helper(Semi-Skilled)

Academic:-ITI in Plumber Trade.

Exp:- One year apprentice work in sugar mills.

CC & Mill House

4.MPA & BC Attendant(Semi-Skilled)

Academic :- ITI in Fitter Trade.

Exp:- One year apprentice work in sugar mills.

5.Cane Cutting Operator/Attendant(Semi-Skilled)

Academic :- ITI in Fitter Trade Preference to the worker who worked on similar station.

Exp:- One year apprentice work in sugar mills.

6.Boiler Attendant/ Helper(Semi-Skilled)

Academic :- Matric (2nd Divn.) holding 1st class Boiler Competency Certificate as laid down in the Indian Boiler Act.

Exp:- Two year on Boiler in Sugar Mills on 45kg/cm² or 87 kg/cm².

7.Cooling Water Pump Attendant(Semi-Skilled)

Academic :- ITI in Fitter Trade

Exp:- One year apprentice work in sugar mills.

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

Deputy Chief Engineer

Academic: Degree in Mechanical/ Electrical/ Instrumentation Engineering (55% marks) .

Experience: 6 years experience as Asstt. Engineer in Sugar Industry. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.

OR

Academic: Diploma in Mechanical/Electrical/ Instrumentation Engineering (55% marks) However, preference will go to first divisioners.

Experience: 8 years exp. as Asstt. Engineer in Sugar Industry.

Preference will be given to those who possess Sugar Engineering Certificate from NSI or Boiler Operation Engineering Certificate. Knowledge of Computer is necessary.

Computer course upto 'O' level will be preferred

Deputy Chief Chemist

Academic: B.Sc. Degree (2nd Division) with Physics Chemistry & Maths OR Chemical Engineering Plus ANSI/VSI 2nd Division (Sugar Technology)..

Experience : 5 years as Mfg. Chemist. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.

Deputy Chief Accounts Officer

Academic:-Chartered Accountant or ICWA

Experience:- 1 Year of handling the accounts & finance of a reputed commercial Organisation having turn over of minimum Rs. 10 crores per annum

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

By Direct Recruitment

Academic: ITI in Electrician trade.

Experience: 2 yrs. as Electrician or 8 yrs. in Electrical Deptt. of the sugar mills. OR in heavy industry such as Paper, Cement, Power Plant, Textile Mills or any heavy Machinery Workshop.

However, experience from Sugar Mills or Power Plant will be preferred.

By Promotion

Academic: ITI in Electrician/ Wireman trade.

Experience: 8 yrs. as Wireman or 10 yrs. as Electrical Helper.

(The above revision is subject to the condition that not less than 50% Electrician shall be ITI in Electrical trade)

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	
	BEFORE 2007						
	CFO	Literate					
	Magma Operator	Literate					
	Bag Sticking Operator	Middle Class					
	Mates/Attendant	Matric(Science)					
	Maceration Attendant	Matriculate(Science) 2 nd div.					
	Juice Recorder/ Molasses Recorder	“					
	Coolie	Literate					
	Sample Boy/Lab Boy	Matric(Science)					
	Peon	Middle					
	PH Recorder/Analyst	10+2 Science or ITI					
	Panman	Matriculate(Science) with SBC Certificate					
	Khalasi	Should have worked in similar capacity for 3 years					
	Oilman	Should have worked in similar capacity for 2 years					
	Hammerman	Should have worked in similar capacity for 3 years					
	Mate	Should be literate with 2 years exp. in similar capacity					
	CUO	Should be literate having 3 years exp. in operation of 3 motion Cane Unloader					
	Evaporator Opt	Matriculate(Science) with ITI pass					
	Electrical Helper	Should be literate having 2 yrs.exp. in similar capacity					
	Fitter-I	ITI Certificate in Fitter Trade					
	Driver	Literate with driving licence					
	Sweeper	Having sound health					
	Mali	Having exp. in Gardening					
	Watchman	Literate with good health					
	WB Coolie	Middle					
	Watchman	Middle					
	Runner Kamdar	Matric with knowledge of cane cultivation					
	Cane Farm Mate	Matric with 2 yrs. Exp.in cane farm or cane dev.					
	Pumpman	Should have worked in this capacity for 3 years					
	Turbine Attendant	ITI Pass with 3 years exp.					
	DM Plant & Effluent Sup	B.Sc.(Science) 2 nd div. with 3 years exp.					

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

In this context, it is submitted that prescribed qualification to fill up the post of Accounts Clerk (By promotion) is as under:-

Academic Graduate with Economics preferably B.com

Exp.: 5 yrs. exp. as Clerk.

Computer is necessary. Computer course upto 'O' level will be preferred.

According to above feeder post of Accounts Clerk is Clerk

The prescribed qualification to fill up the post of Assistant Cashier (By promotion) is as under:-

Academic:

Graduate

Exp.: 5 yrs. exp. as Clerk. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred".

According to above feeder post of Assistant Cashier is also Clerk.

The prescribed qualification to fill up the post of Cashier (By promotion) is as under:-

Academic B.Com

Exp: 3 yrs. exp. as Asstt. Cashier.

Knowledge of Computer is necessary. Computer course upto 'O' level will be preferred.

According to above Assistant Cashier can be promoted as Cashier.

There is only one post of Cashier in the Sugar Mills and the post of Assistant Cashier has been abolished. Therefore the post of Cashier can be filled up from amongst the Assistant Cashier, if available, otherwise same can be filled up by way of direct recruitment.

It is proposed to inform AR(SM) as above.

For orders please.

Asstt(E)

Supdt

S. No	Name of Post	S.W.B. Qualifications	Existing Qualifications		Revised Qualifications		Remarks
			By Direct appointment	By promotion	By Direct appointment	By promotion	

Purchase Officer

Academic: MBA in marketing or degree in Mechanical Engineering

Experience: Three years experience in purchase line in reputed industry. Knowledge of computer is necessary. Computer course upto 'O' level will be preferred. .

Security : Indemnity Bond to compensate the Society against cash loss/embezzlement due to his negligence/ involvement in fraud.

Assistant Purchase Officer

Academic Graduate (2nd Division).

Professional

Diploma in Material Management or Diploma in Mech. Engg.

Experience

3 yrs. of Purchase line.

Security : Indemnity Bond to compensate the Society against cash loss/embezzlement due to his negligence/ involvement in fraud.

Knowledge of computer is necessary. Computer course upto 'O' level will be preferred.

Mill House Foreman

Academic: ITI in Fitter Trade

Experience : 6 yrs. in Sugar Industry as Head Fitter of Mills or 2 yrs. as Mill House Foreman in Sugar Mills. Preference will be given to Diploma in Mechanical Engineering.

Boiling House Foreman

Academic I.T.I.in Fitter trade.

Experience: 6 yrs in Sugar Mill as Head Fitter in Boiling and Centrifugal House or two yrs. as Boiling House Foreman. Preference will be given to Diploma in Mechanical Engineering.

Foreman Workshop

Academic: ITI certificate in Machinist/ Turner/Fitter or Diploma in Mechanical Engineering.

Experience: 6 yrs. of working in Workshop of a sugar mill as Machinist/Turner/Fitter or two years of exp. in a Workshop after Diploma in Mechanical Engg.