

Circular Memo No. RC/ENC/A1/13032366/2015

dt: 10-06-2015

Sub:- Filling of vacancies in Government Departments – Review of Chief Secretary to identify the vacancies in the department on direct recruitment – Particulars – Called for

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All the circle / unit officers are requested to furnish the status of vacancies on direct recruitment to the following cadre:

1. Junior Assistants.
2. Junior Stenographers
3. Junior Technical Officer
4. Technical Assistants.

All the circle / unit officers are requested to identify the vacancies of Junior Assistants, Junior Stenographers, and Technical Assistants & Junior Technical Officers as on date including retirement vacancies up to 31.08.2015 and furnish the complete information in hard copies, duly following the proforma enclosed.

It is requested to furnish the above information, duly following:

1. With regard to the post of Junior Assistants and Junior Stenographers, which are district cadre post, vacancies upto 31.08.2015 (in view of retirement / promotion) may be furnished. For Junior Assistants by following **Rule 3 & Note 4 of APMS Rules (i.e. 60% direct recruitment quota & 40% appointment by transfer)** to arrive on **direct recruitment quota**. For Junior Stenographers **Rule 3 Note 14 (i.e. DR @ 70% and appointment by transfer @ 30%)** to arrive on **direct recruitment quota**.
2. With regard to the post of Technical Assistants, which is a **district-cadre post**, the vacancies up to 31.08.2015 and arising vacancies (in view of retirement / promotion etc.,) may be furnished. The vacancies should be arrived by taking **50% as direct recruitment and 50% for promotion from the total sanctioned strength**.
3. With regard to the post of Junior Technical Officer, which is a **zonal cadre post**, the vacancies up to 31.08.2015 and arising vacancies (in view of retirement / promotion etc.,) may be furnished.. The vacancies should be arrived by taking **50% as direct recruitment and 50% for promotion from the total sanctioned strength**.

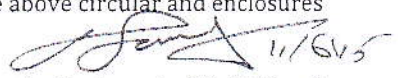

Further, it is requested to furnish the roster points in ascending order in sequence in all the districts, , duly mentioning, the gap in roster points were filled whether by way of promotion, compassionate grounds or by way of appointment by transfer. It is also requested to split the vacancies district wise, if the vacancies are spread in more than one district in the respective circle.

As such, all the circle / unit officers are requested to follow the above guidelines scrupulously and furnish the complete information in the enclosed proformas in hard copies on or before **25-06-2015** through the concerned Superintendent.

Encl: Statements-5

Sd/- J.Vijaya Prakash,
Engineer.in.Chief (Admn)

To:
All the Chief Engineers
All the Superintending Engineers
Copy to Deputy Executive Engineer (Computers) with a request to place the above circular and enclosures on the web site. Copy to E & G Sections.


for Engineer.in.Chief (Admn)


Vacancies of Junior Assistants

S.No	Unit	Circle	Division	Sub Division	Head Quarter of the post	Applicable HRA for the Head Quarter(in %)	District of the Head Quarter	Roster Point	Roster Category
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									

Total Sanctioned posts under this category :

Total Working Strength

Total Vacancies

Note:- The vacancies and the roster points furnished to the District Collector for appointment through compassionate grounds or displaced persons quota should be indicated clearly in the remarks coloumn.

Vacancies of Stenographers

S.No	Unit	Circle	Division	Sub Division	Head Quarter of the post	Applicable HRA in %	District of the Head Quarter	Roster Point	Roster Category
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									

Total Sanctioned posts under this category :

Total Working Strength

Total Vacancies

Vacancies of Junior Technical Officer

S.No	Unit	Circle	Division	Sub Division	Head Quarter of the post	Applicable HRA in %	District of the Head Quarter	Roster Point	Roster Category
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									

Total Sanctioned posts under this category :

Total Working Strength

Total Vacancies

Vacancies of Technical Assistants

S.No	Unit	Circle	Division	Sub Division	Head Quarter of the post	Applicable HRA in %	District of the Head Quarter	Roster Point	Roster Category
1									
2									
3									
4									
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10									
11									
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16									
17									
18									
19									
20									

Total Sanctioned posts under this category :

Total Working Strength

Total Vacancies