

THE KARNATAKA HANDLOOM DEVELOPMENT CORPORATION LIMITED

[STAFF] REGULATIONS, 2013

SCHEDULE

Sl. No.	EXISTING RULES			PROPOSED RULES		
	Category of post	Method of Recruitment	Qualification	Category of post	Method of Recruitment	Qualification
1	2	3	4	5	6	7
1	Managing Director	Deputation from Government	IAS	Managing Director	Appointment by Government as per Article 13 of Articles of Association	
2	Joint Managing Director	Deputation from Government	Additional Director of Industries & Commerce Department services	Joint Managing Director	Deputation of an officer of the cadre not less than Joint Director from I&C / Handlooms & Textiles Services	
3	Joint Director (Planning & Development)	Deputation from Government	Joint Director of Industries & Commerce Department services			
4	Financial Manager	Direct Recruitment OR By deputation	<u>For direct recruitment</u> <u>Essential:</u> a) Graduate of a recognised University b) Should be a Chartered Accountant c) Should have 5	FINANCIAL CONTROL-LER	By Direct Recruitment OR By deputation OR by Contract	<u>For direct recruitment or by deputation or by contract:</u> <u>Minimum Qualification:</u> a) Must possess a Degree awarded by an University established by Law in India. b) Should be a Chartered

			<p>years experience in a responsible Managerial position in the Finance / Accounts Division of a large industrial/commercial organisation. Should be capable of Corporate planning & finance controlling funds in large no. of Units, preparing budgets, financial accounts by adopting modern techniques in Finance Management. Should be conversant with procedures relating to procurement of Finance from Financial Institutions, direct taxes, Sales Tax.</p> <p><u>Desirable:</u></p> <p>a) A degree in Law of a recognised University.</p> <p>Associate Member of</p>			<p>Accountant</p> <p>c) Should have 5 years experience in a responsible Managerial position in the Finance / Accounts Division of a large industrial/commercial organisation. Should be capable of Corporate planning & finance controlling funds in large no. of Units, preparing budgets, financial accounts by adopting modern techniques in Finance Management. Should be conversant with procedures relating to procurement of Finance from Financial Institutions, direct taxes, Sales Tax.</p>
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			the Institute of Company Secretaries of India.			
5	Manager (Accounts)	By Promotion	<u>For Promotion</u> (without any change in scale of pay): Should have worked as Manager (Accounts) for a minimum period of 7 years	Abolished on account of VRS, as per para 10.4 of Office Order dated 5 th Feb. 2004.		
6	NEW POST			Chief Manager (Finance & Accounts)	By promotion from the cadre of Manager (Finance & Accounts) on basis of seniority cum merit.	<u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Manager (Finance & Accounts)
7	Chief Accounts Officer	Direct Recruitment OR By Promotion	<u>For direct recruitment Essential:</u> a) Graduate of a recognised University b) ACA or AICWA or SAS Civil / Commercial of Indian audit and Accounts Department c) 5 years experience of Accounts, financial and budgetary control, cost accounting and	MANAGER (FINANCE & ACCOUNTS)	30% of the post by Direct Recruitment 70% by promotion from the cadre of Dy. Manager Accounts on the basis of seniority cum merit.	<u>For direct recruitment: Minimum Qualification:</u> a) Graduate of a recognised University b) ACA or AICWA c) 5 years experience of Accounts, financial and budgetary control, cost accounting and management reporting and scrutiny of bills of suppliers.

			<p>management reporting and scrutiny of bills of suppliers</p> <p><u>Desirable :</u> Associate Member of Indian Institute of Company Secretaries of India.</p> <p><u>For Promotion:</u> Should have minimum experience of 3 years as Accounts Officer.</p>			<p><u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Dy. Manager (Accounts)</p>
8	Dy. Manager (Accounts)	50% By Direct Recruitment (50%) By Promotion	<p><u>By Promotion:</u> Should have worked as Sr. Accounts Officer for a minimum period of 2- 3 years of service</p>	Dy. Manager (Accounts)	By promotion from the post of Accounts Officer on the basis of seniority cum merit	<p><u>By Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Accounts Officer</p>
9	Senior Accounts Officer	By Direct Recruitment (50%) OR By Promotion (50%)	<p><u>For Direct Recruitment:</u> a) Should be a post-graduate in Commerce or MBA with finance as specialisation / S.A.S. conducted by KPSC. Preference will be given to qualified Chartered</p>	ABOLISHED		

			Accountants. <u>By Promotion:</u> Should have worked for a minimum period of 2 years as Accounts Officer in the Corporation.			
10	Accounts Officer	Direct Recruitment (50%) OR By Promotion (50%) OR Deputation of an Asst. Controller from the State Accts. Department	<u>For direct recruitment</u> <u>Essential:</u> a) Graduate in Commerce of a recognised University b) Pass in intermediate examination of Institute of Chartered Accountants of India of AICWA or SAS Civil / Commercial of the Indian Audit and Accounts Department c) Should have minimum 2 to 3 years experience in a responsible capacity in Accounts / Cost records, cost and budgetary control,	Accounts Officer	30% of the post by Direct Recruitment 70% by Promotion from the cadre of Asst. Accts. Officer on the basis of seniority cum merit	<u>For Direct Recruitment: Minimum Qualification:</u> a) Graduate in Commerce of a recognised University b) Pass in intermediate examination of Institute of Chartered Accountants of India of AICWA (c) Should have minimum 3 years experience in a responsible capacity in Accounts / Cost records, cost and budgetary control, management audit / internal audit in a reputed industrial / commercial undertakings. <u>For Promotion:</u> Should have rendered a

			<p>management audit / internal audit in a reputed industrial / commercial undertakings</p> <p><u>For Promotion:</u> Should have worked 2 to 3 years as Asst. Accounts Officer.</p> <p><u>For Deputation:</u> Must have worked in a State Govt. Public Undertaking for 3 years handling commercial accounts.</p>			<p>service of not less than 7 years in the cadre of Asst. Accts. Officer and must possess a Degree awarded by an University established by Law in India.</p>
11	Asst. Accounts Officer	<p>Direct Recruitment (50%) OR By Promotion (50%) By promotion</p>	<p><u>For Direct Recruitment</u> <u>Essential:</u> a) Graduate in Commerce of recognised University preference being given to a M.Com candidate b) Should have minimum of 5 years experience in a reputed / commercial undertaking</p>	Asst. Accounts Officer	<p>30% of the post by Direct Recruitment 70% by Promotion from the cadre of Assistant on the basis of seniority cum merit</p>	<p><u>For Direct Recruitment</u> <u>Minimum Qaulfication:</u> a) Must possess a Degree in Commerce awarded by an University established by Law in India. b) Should have minimum of 5 years experience in a reputed / commercial undertaking</p> <p><u>For Promotion:</u> Should have rendered a</p>

			<p>OR Pass in intermediate examination of the Institute of Chartered Accountant of India with 2 years experience. <u>For Promotion:</u> Should have worked as Accounts Assistant for a period of 5 years.</p>			<p>service of not less than 7 years in the cadre of Assistant.</p>
12	Accounts Assistant / Senior Assistant	<p>Direct Recruitment (25%) OR By Promotion of First Division Clerks (75%)</p>	<p><u>For Direct Recruitment Essential:</u> a) Should be a B.Com graduate of a recognised University b) Should have a minimum experience of 2 years in maintenance of accounts in a Govt. / Private Undertaking</p> <p><u>For Promotion:</u> Should have 3 to 5 years experience in the maintenance of accounts. Preference</p>	<p>POSTS STANDS ABOLISHED AS AND WHEN INCUMBENT VACATES THE POST</p>		

			will be given to B.Com worked as Assistant for a period of 5 years.			
13	First Division Clerks / Accounts Clerk	Direct Recruitment (50%) OR By promotion (50%)	<u>For Direct Recruitment:</u> <u>Essential:</u> a) Should be a Graduate with 1 to 2 years experience in Govt / Public / Private Undertaking b) Preference will be given to B.Com Graduate <u>For Promotion:</u> The employees should have worked in the Corporation for a minimum period of 3 to 5 years.	ASSISTANT	30% of the post by Direct Recruitment 70% by Promotion from the cadre of Jr. Assistant / Typist on the basis of seniority cum merit	<u>For Direct Recruitment: Minimum Qualification:</u> a) Must possess a Degree awarded by an University established by Law in India with a minimum 3 years experience. <u>For Promotion:-</u> Should have rendered a service of not less than 7 years in the cadre of Jr. Assistant / Typist
14	Second Division Clerk / Second Division Clerk cum Typist	Direct Recruitment (80%) By Promotion [10%]	<u>For Direct Recruitment:</u> <u>Essential:</u> a) Must be passed SSLC examination or equivalent examination. b) Must have passed Junior Type-writing	JUNIOR ASSISTANT	30% of the post by Direct Recruitment 70% by Promotion from the cadre of Attender Helper on the basis of seniority cum merit.	<u>For Direct Recruitment: Minimum Qualification:</u> a) Must have passed SSLC examination or equivalent examination. b) Should have basic knowledge of computer operation. <u>For Promotion:</u>

			<p>examination conducted by the Department of Public Instructions. Preference will be given to persons having 1 to 2 years experience in a reputed organisation. <u>For Promotion:</u> a) Must have passed SSLC or equivalent examination b) Should have worked as Helper in the Head Office / Projects for a minimum period of 3 years` shall be substituted.</p>			<p>a) Must have passed SSLC or equivalent examination b) Should have rendered a service of not less than 7 years in the cadre of Attender / Helper.</p>
15	Attenders	By Promotion from a lower cadre	<p><u>For Promotion:</u> Pass in VIII Standard Must have put in not less than 3 to 5 years experience in a lower cadre.</p>	Attenders	By Promotion from the cadre of Helper on the basis of seniority cum merit	<p><u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Helper.</p>
16	Helper	By Direct Recruitment	<p><u>By Direct Recruitment:</u> Pass in VIII Standard</p>	Helper	By Direct Recruitment	<p><u>By Direct Recruitment:</u> <u>Minimum Qualification:</u> Must have passed VII Standard Examination with Kannada as one of</p>

						the subject of study.
17	Messengers, Peons, Watchman, Helper Gr. I and similar grades.	By Promotion from a lower cadre	---	ABOLISHED		
18	Helper Gr. II	By Direct Recruitment	Pass in VIII Standard	ABOLISHED		
19	NEW POST			CHIEF MANAGER – MARKETING	By Promotion from the cadre of Marketing Manager on the basis of seniority cum merit.	<u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Marketing Manager
20	Marketing Manager	Direct Recruitment OR By Promotion of Dy. Mktg. Manager	<u>For Direct Recruitment:</u> <u>Essential:</u> a) Graduate of a recognised University b) Post-Graduate Degree in Business Administration of a recognised Institute with specialisation in Marketing with First Class. c) Should have minimum 5 years experience in marketing textile /	(1) MARKETING MANAGER (North Karnataka Region) (2) MARKETING MANTER (South Karnataka Region)	30% of the post by Direct Recruitment 70% by promotion from the cadre of Dy. Marketing Manager on the basis of seniority cum merit	<u>For Direct Recruitment:</u> <u>Minimum Qualification:</u> a) Must possess a Degree awarded by an University established by Law in India b) Post-Graduate Degree in Business Administration of a recognised Institute with specialisation in Marketing with First Class. c) Should have minimum 5 years experience in marketing textile / handloom

			handloom products <u>For Promotion:</u> Should have worked for a minimum of 10 years in the post of Dy. Marketing Manager.			products <u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Deputy Marketing Manager
21	Dy. Manager Marketing	Direct Recruitment (50%) OR By Promotion (50%)	<u>For Direct Recruitment:</u> <u>Essential:</u> a) Graduate with Post Graduate Degree or Diploma in Management with specialisation in Marketing of a recognised University / Institute. b) Should have minimum 4 years experience in marketing preferably Textile / Handloom products <u>For Promotion:</u> Should have	Dy. Manager Marketing	30% of the post by Direct Recruitment 70% by promotion from the cadre of Sales Manager on the basis of seniority cum merit	<u>For Direct Recruitment</u> <u>Minimum Qualification:</u> a) Must possess a Degree awarded by an University established by Law in India b) Post Graduate Degree in Business Administration of a recognised Institute with specialisation in Marketing with First Class c) Should have minimum 5 years experience in marketing textile / handloom products <u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Sales Manager

			worked for a minimum period of 4 years in the cadre of Sales Officer or Sales Manager.			
22	Sales Officers	By Direct Recruitment OR By Promotion of Sales Asst. Gr.I	<u>For Direct Recruitment Essential:</u> a) Graduate of a recognised University b) MBA Degree with specialisation in Marketing c) Should have 2 to 3 years experience in marketing textile / handloom products <u>For Promotion:</u> a) Should have minimum of 5 to 6 years experience as Sales Asst.Gr. I.	ABOLISHED		
23	Sales Managers `A` Class Showrooms	Direct Recruitment (50%) OR By Promotion of	<u>For Direct Recruitment Essential:</u> a) Graduate of a	Sales Managers	30% of the post by Direct Recruitment 70% by Promotion from the cadre of Asst.	<u>For Direct Recruitment Minimum Qualification:</u> a) Must possess a Degree awarded by an University

		Sales Asst. Gr. I (50%)	<p>recognised University</p> <p>b) Should have minimum 5 to 6 years experience in sale of textile / handloom fabrics and running of Showrooms.</p> <p><u>Desirable:</u> Persons with degree / diploma in Handloom Technology.</p> <p><u>For Promotion:</u> a) Should have minimum of 10 years experience as Sales Asst. Gr. I / Sales Supervisor.</p>		Sales Manager on the basis of seniority cum merit.	<p>established by Law in India</p> <p>b) Should have minimum 5 years experience in sale of textile / handloom fabrics and running of Showrooms.</p> <p><u>For Promotion:</u> a) Should have rendered a service of not less than 7 years in the cadre of Assistant Sales Manager</p>
24	Asst. Sales Manager	Direct Recruitment (50%) OR By Promotion (50%)	<p><u>For Direct Recruitment</u></p> <p><u>Essential:</u> a) Must be a Graduate of a recognised University b) Should have 3 to 4 years experience in the</p>	Asst. Sales Manager	30% of the post by Direct Recruitment 70% by Promotion from the cadre of Sales Asst. Gr.I on the basis of seniority cum merit	<p><u>For Direct Recruitment</u></p> <p><u>Minimum Qualification:</u> a) Must possess a Degree awarded by an University established by Law in India. b) Should have 3 years experience in the sale of textile preferably handloom goods in a reputed firm or Company.</p>

			<p>sale of textile preferably handloom goods in a reputed firm or Company.</p> <p><u>For Promotion:</u> (By promotion from the cadre of Sales Asst. Gr. I) should have worked a minimum service of 5 years as Sales Asst. Gr. I.</p>			<p><u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Sales Asst. Gr. I.</p>
25	Sales Asst. Gr. I	<p>Direct Recruitment (25%) OR By Promotion from lower cadre (75%)</p>	<p><u>For Direct Recruitment</u> <u>Essential:</u> a) Must be Graduate of a recognised University b) Should have experience of 2 to 3 years in the sale of textiles preferably Handloom Goods in a reputed firm or Company Preference will be</p>	Sales Asst. Gr. I	<p>30% of the post by Direct Recruitment 70% by Promotion from the cadre of Sales Asst. Gr. II on the basis of seniority cum merit</p>	<p><u>For Direct Recruitment:</u> <u>Minimum Qualification:</u> a) Must possess a Degree awarded by an University established by Law in India. b) Should have experience of 2 years in the sale of textiles preferably Handloom Goods in a reputed firm or Company</p> <p><u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Sales Asst. Gr. II.</p>

			<p>given to persons knowing more number of languages</p> <p><u>For Promotion:</u> Should have put in a minimum service of 5 years as Sales Asst. Gr. II, preference being given to Graduates and then to non-graduates.</p>			
26	Sales Asst. Gr-II	Direct Recruitment (80%) OR By Promotion (20%)	<p><u>For Direct Recruitment Essential:</u> a) Pass in SSLC b) 3 years experience in the Sales Section of a reputed textile organisation Preference will be given to persons knowing more number of languages. <u>For promotion:</u> Employees should have passed</p>	Sales Asst. Gr-II	30% of the post by Direct Recruitment 70% by Promotion from the cadre of Attender / Helper on the basis of seniority cum merit	<p><u>For Direct Recruitment Minimum Qualification:</u> a) Must have passed SSLC or equivalent examination b) 3 years experience in the Sales Section of a reputed textile organisation</p> <p><u>For Promotion:</u> Should have passed SSLC examination and Should have rendered a service of not less than 7 years in the cadre of Attender / Helper.</p>

			S.S.L.C. and should have worked as Helper in the Showrooms / Silk Warehouse / Cotton Warehouse for a minimum period of 3 years.			
27	NEW POSTS			Chief Manager – Technical / Production (Cotton) / (Silk) / VVS & Warehouses / Planning & Development) S.S.D.S. / Inputs / Quality Control / Processing - PTPH	By Promotion from the cadre of Manager – Technical / Production (Cotton) / (Silk) / VVS & warehouses / Planning & Development S.S.D.S. / Inputs / Quality Control / Processing – PTPH, on the basis of seniority cum merit	<u>For promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Manager – Technical / Production (Cotton) / (Silk) / VVS & Warehouses / Planning & Development S.S.D.S. / Inputs / Quality Control / Processing – PTPH
28	Manager – Technical / Production (Cotton) / (Silk) / VVS & Warehouses / Planning &	By Direct Recruitment (40%) By Promotion (60%)	<u>For Direct Recruitment:</u> <u>Essential:</u> a) Degree / Diploma in Textile Technology with I Class with	Manager – Technical / Production (Cotton) / (Silk) / VVS & Warehouses	30% of the post by Direct Recruitment 70% by Promotion from the cadre of PCQC Administrator on the basis of seniority cum merit	<u>Direct Recruitment:</u> <u>Minimum Qualification:</u> a) Must possess a Degree awarded by an University established by Law in India / Diploma in Textile Technology with

	Development) S.S.D.S. / Inputs / Quality Control / Processing - PTPH		<p>specialisation in weaving.</p> <p>b) Should have minimum of 10 years experience in Production of Cotton or Silk Textiles respectively for respective posts preferably in the handloom sector.</p> <p><u>Desirable:</u></p> <p>a) Preference will be given to persons having specialisation in handloom weaving and</p> <p>b) Those possessing a Degree / Diploma in Business Administration in addition to the essential qualification noted above.</p> <p><u>For Promotion:</u> Must have worked for a minimum</p>	/ Planning & Development) S.S.D.S. / Inputs / Quality Control / Processing - PTPH		<p>1st Class with specialisation in weaving.</p> <p>b) Should have minimum of 10 years experience in Production of Cotton or Silk Textiles respectively for respective posts preferably in the handloom sector.</p> <p><u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of PCQC Administrator</p>
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			period of 10 years in the cadre of Project Administrator or Quality Control Officer			
29	Purchase Manager	Direct Recruitment OR By promotion of Project Administrators	<u>For Direct Recruitment:</u> <u>Essential:</u> a) Graduate of a recognised University. b) Should have minimum of 5 years experience in a responsible capacity in the Purchase Department of a Public / Private Textile Undertaking and knowledge of modern techniques in material management, inventory control. <u>Desirable:</u> Preference will be given to Graduates in Textile	ABOLISHED		

			Technology having the above qualification. For Promotion: Should have minimum of 5 years experience as Project Administrator			
30	Quality Control Officer	By Direct Recruitment	For Direct Recruitment: Essential: a) B.Sc., Textiles or Diploma in Handloom Technology. b) Should have minimum of 5 years experience in Quality Control Department of a reputed Textile Undertaking.	ABOLISHED		
31	Project Administrator	Direct Recruitment (50%) OR By Promotion of Technical Officers (50%)	<u>For Direct Recruitment</u> <u>Essential:</u> a) Degree /Diploma in Textile Technology with 1 st class with specialisation in	Project cum Quality Control Administrator	30% of the post by Direct Recruitment 70% by Promotion from the cadre of PCQC Officer on the basis of seniority cum merit	<u>Direct Recruitment:</u> <u>Minimum Qualification:</u> a) Must possess a Degree awarded by an University established by Law in India / Diploma in Textile Technology with 1st Class with specialisation in

			<p>weaving b) Should have minimum of 6 years experience in Production of textile / handloom fabric</p> <p><u>Desirable:</u> a) Preference will be given to persons having specialisation in handloom weaving, and b) Those possessing a Degree/Diploma in Business Administration.</p> <p><u>For Promotion:</u> Should have worked as Technical Officer for a period of 5 years.</p>			<p>weaving. b) Should have minimum of 6 years experience in Production of textile / handloom fabric</p> <p><u>By Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of PCQC Officer</p>
32	<p>Technical Officers a) Processing b) Looms</p>	<p>Direct Recruitment (50%) OR By Promotion</p>	<p><u>For Direct Recruitment</u> <u>Essential:</u> a) Degree</p>	<p>Project cum Quality Control Officer</p>	<p>30% of the post by Direct Recruitment 70% by Promotion from the cadre of Asst. PCQC Officer on the</p>	<p><u>For Direct Recruitment</u> <u>Minimum Qualification:</u> a) Must possess a Degree awarded by an University</p>

	c) Silk Export Projects d) Development	Project Inspectors of Gr. I (50%)	/Diploma in Textiles / Diploma in Handloom Technology with specialisation in weaving b) Should have minimum of 3 to 5 years experience in weaving & supervising production in Textile Dyeing, Processing, Printing, Bleaching and Mercerising <u>For Promotion:</u> Should have minimum of 3 years experience		basis of seniority cum merit	established by Law in India / Diploma in Textile Technology with 1 st class with specialisation in weaving b) Should have minimum of 2 year (in case of Degree) / 3 years (in case of Diploma) experience in weaving & supervising Production in Textile Dyeing, Processing, Printing, Bleaching and Mercerising <u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Asst. P.C.Q.C. Officer Officer
33	Project Inspector Gr. I	Direct Recruitment (25%) OR By Promotion of Project Inspectors Gr. II (75%)	<u>For Direct Recruitment Essential:</u> a) Should be a Diploma holder in handloom technology with distinction of first class b) Should have	Asst Project cum Quality Control Officer	30% of the post by Direct Recruitment 70% by Promotion from the cadre of PCQC Inspector on the basis of seniority cum merit	<u>For Direct Recruitment Minimum Qualification:</u> a) Should be a Diploma holder in handloom technology with distinction of first class b) Should have minimum of 2 years experience in production of Textiles / handloom fabrics <u>For Promotion:</u>

			<p>minimum of 2 years experience in production of Textiles / handloom fabrics</p> <p><u>Desirable:</u> Preference will be given to Graduates / Diploma holders in weaving technology</p> <p><u>For Promotion:</u> Should have put in a minimum of 5 years service as Project Inspector Gr. II</p>			Should have rendered a service of not less than 7 years in the cadre of Project cum Q.C. Inspector
34	Project Inspector Gr. II	By Direct Recruitment	<p><u>For Direct Recruitment</u> <u>Essential:</u> a) Should be a diploma holder in Handloom Technology. b) Should have one year experience in handloom production</p>	Project cum Quality Control Inspector	70% of the post by Direct Recruitment 30% by promotion from the lower cadre	<p><u>For Direct Recruitment</u> <u>Minimum Qualification:</u> a) Should be a diploma holder in Handloom Technology. b) Should have one year experience in handloom production</p> <p><u>For Promotion:</u> a) Should be a diploma holder in Handloom Technology. b) Should have rendered a</p>

						service of not less than 7 years in a lower cadre
35	Project Inspector Gr. III	By Direct Recruitment	<u>For Direct Recruitment</u> <u>Essential:</u> Diploma in Textile Technology / Handloom Technology from the Institute recognised by the Government	POSTS STANDS ABOLISHED AS AND WHEN INCUMBENT VACATES THE POST		
36	NEW POST			Chief Manager (Personnel & Administration)	By Promotion from the cadre of Manager (Pers. & Admn.) on the basis of seniority cum merit.	<u>For promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Manager (Personnel & Administration)
37	Administrative Officer cum Personnel Manager	Direct Recruitment OR By Deputation	<u>For Direct Recruitment</u> <u>Essential:</u> a) Graduate of a recognised University b) Post Graduate degree or diploma in Personnel Management from a recognised University / Institute	Manager (Personnel and Administration)	30% of the post by Direct Recruitment 70% by promotion from the cadre of Dy. Manager (Pers. & Admn.) on the basis of seniority cum merit	<u>For Direct Recruitment</u> <u>Minimum Qualification:</u> a) Must possess a Degree awarded by an University established by Law in India b) Post Graduate degree or diploma in Personnel Management from a recognised University / Institute recognised by Government or MBA / industrial Management c) Should have minimum of 5 years experience in responsible

			<p>recognised by Government or MBA / industrial Management</p> <p>c) Should have minimum of 5 years experience in responsible position dealing with personnel management office administration, industrial relations, manpower, planning.</p> <p><u>Desirable:</u> Degree in law of a recognised University</p> <p><u>For Deputation:</u> Should be a Graduate and should have minimum of 5 years experience in responsible position dealing with personal</p>		<p>position dealing with personnel management office administration, industrial relations, manpower, planning.</p> <p><u>For promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Deputy Manager (Personnel & Administration)</p>
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			management, office administration, industrial relations, manpower, planning.			
38	Dy. Manager (Personnel & Administration)	Direct Recruitment OR By Promotion	<u>For Direct Recruitment Essential:</u> A) Graduate of a recognised University b) Post Graduate degree or diploma in Personnel Management from a recognised University /Institute recognised by Government or MBA /industrial Management c) Should have minimum of 3 years experience in responsible position dealing with personnel management office	Dy. Manager (Personnel & Administration)	30% of the post by Direct Recruitment 70% by Promotion from the cadre of Administrative Officer on the basis of seniority cum merit	<u>For Direct Recruitment Minimum Qualification:</u> A) Must possess a Degree awarded by an University established by Law in India b) Post Graduate degree or diploma in Personnel Management from a recognised University /Institute recognised by Government or MBA /industrial Management c) Should have minimum of 3 years experience in responsible position dealing with personnel management office administration, industrial relations, manpower, planning. <u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Administrative Officer

			<p>administration, industrial relations, manpower, planning.</p> <p><u>Desirable:</u> Degree in law of a recognised University</p>			
39	Personnel Officer	Direct Recruitment OR By Promotion	<p><u>For Direct Recruitment</u> <u>Essential:</u> a) Graduate of a recognised University b) Post Graduate degree or diploma in Personnel Management from a recognised University/Institut e recognised by Government or MBA / industrial Management c) Should have minimum of 3 years experience in responsible position dealing</p>	ABOLISHED		

			<p>with personnel management office administration, industrial relations, manpower, planning</p> <p><u>For Promotion:</u> Should have worked as Asst. Personnel Officer for a period of 5 years of service and must be a Graduate</p>			
40	Administrative Officer	By Promotion	<p><u>For Promotion:</u> Should have worked as Asst. Administrative Officer for a period of 8 years.</p>	Administrative Officer	By Promotion from the cadre of Asst. Admnv. Officer on the basis of seniority cum merit	<p><u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Asst. Administrative Officer / Sr. stenographer for a minimum period of 7 years. Should be a Graduate or equivalent.</p>
41	Asst. Personnel Officer	Direct Recruitment	<p><u>For Direct Recruitment Essential:</u> Graduate with post Graduate Diploma in Personnel Management of a</p>	ABOLISHED		

			<p>recognised University or Institute of Master of Social Works of a recognised University.</p> <p><u>Experience:</u> Minimum of 2 years experience in Personnel Department of a Public or Private Undertaking.</p>			
42	Asst. Administrative Officer	By Promotion	<p><u>For Promotion:</u> Should have worked as Stenographer for a minimum period of 5 years.</p>	Asst. Administrative Officer	By Promotion from the cadre of Stenographer on the basis of seniority cum merit	<p><u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Stenographer</p>
43	Senior Stenographer	By Promotion	<p><u>For Promotion:</u> Should have worked as Stenographer for a minimum period of 5 years.</p>	POSTS STANDS ABOLISHED AS AND WHEN INCUMBENT VACATES THE POST		
44	Stenographer	Direct Recruitment OR By Promotion from	<p><u>For Direct Recruitment</u> <u>Essential:</u></p>	Stenographer	30% of the post by Direct Recruitment 70% By Promotion from a lower	<p><u>For Direct Recruitment</u> <u>Minimum Qualification:</u> a) Pass in SSLC or possess</p>

		a lower grade	<p>a) Pass in SSLC or an equivalent examination</p> <p>b) Must have passed Senior Typewriting and Senior Shorthand examination in English / Kannada conducted by the Department of Public Instructions or a holder of Diploma in Secretarial Practice granted by the Board of Technical Education or an equivalent qualification with 2 to 3 years experience. Preference will be given to Graduates.</p> <p><u>For Promotion:</u> Must have passed Senior Typewriting and Senior Shorthand</p>		<p>cadre on the basis of seniority cum merit.</p>	<p>equivalent qualification.</p> <p>b) Must have passed Senior Typewriting and Senior Shorthand examination in English/Kannada conducted by the Department of Public Instructions or a holder of Diploma in Secretarial Practice granted by the Board of Technical Education or an equivalent qualification with 3 years experience.</p> <p>c) Basic Computer knowledge is essential</p> <p><u>For Promotion:</u> Must have passed Senior Typewriting and Senior Shorthand examination in English/Kannada with basic knowledge of Computer. Should have rendered a service of not less than 7 years in a lower cadre.</p>
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			examination in English / Kannada. Must have put in not less than 5 years service in a lower Cadre.			
45	NEW POST			Chief Manager (Audit)	By promotion	<u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Manager (Audit)
46	Internal Audit Officer	Direct Recruitment	<u>For Direct Recruitment Essential:</u> a) Should be a Chartered Accountant b) Should have at least 2 years experience in Internal Audit – preferably in Textile Industry	MANAGER (AUDIT)	Direct Recruitment or by deputation or by contract	<u>For Direct Recruitment Minimum Qualification:</u> a) Should be a Chartered Accountant b) Should have at least 2 years experience in Internal Audit – preferably in Textile Industry.
47	NEW POST			Deputy Manager (Audit)	By promotion from the cadre of Audit Officer	Should have rendered a service of not less than 7 years in the cadre of Audit Officer.
48	Audit Officer	By Promotion	Should have worked for a minimum period of 8 years in the Cadre of Asst.	Audit Officer	By Promotion from the cadre of Asst. Audit Officer	Should have rendered a service of not less than 7 years in the cadre of Asst. Audit Officer.

49	Asst. Audit Officer	Direct Recruitment OR By Promotion	<p>Audit Officer</p> <p><u>For Direct Recruitment:</u> <u>Essential:</u> a) Graduate in Commerce of a recognised University. b) Should have minimum 5 years of experience in audit in a reputed industrial/commercial undertaking or Pass in Intermediate examination of Chartered Accountant of India with 2 years experience in Audit</p> <p><u>For Promotion:</u> Should have worked as Audit Assistant for a minimum period of 3 to 5 years</p>	Asst. Audit Officer	30% of the post by Direct Recruitment 70% by Promotion from the cadre of Audit Assistant on the basis of seniority cum merit	<p><u>For Direct Recruitment:</u> <u>Minimum Qualification:</u> a) Must possess a Degree in Commerce awarded by an University established by Law in India b) Should have minimum 5 years of experience in audit in a reputed industrial/commercial undertaking</p> <p><u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Audit Assistant.</p>
50	Audit Assist	Direct Recruitment OR By Promotion	<p><u>For Direct Recruitment:</u> a) B.Com with</p>	Audit Assistant	By Direct Recruitment	<p><u>For Direct Recruitment:</u> <u>Minimum Qualification:</u> a) Must possess a Degree in</p>

			<p>specialisation in Audit or Accounts</p> <p>b) Should have not less than 2 years experience in Audit or Accounts Department of a reputed undertaking</p> <p>For Promotion: Should have worked Assistant for a minimum period of 5 years in Audit or Accounts Department</p>			<p>Commerce awarded by an University established by law in India with specialisation in Audit or Accounts</p> <p>b) Should have not less than 2 years experience in Audit or Accounts Department of a reputed undertaking.</p>
51	NEW POST			Chief Manager (Costing)	By promotion from the cadre of Manager (Costing) on the basis of seniority cum merit	Should have rendered a service of not less than 7 years in the cadre of Manager (Costing)
52	Cost Accounts Officer	Direct Recruitment OR By Promotion	<p><u>For Direct Recruitment Essential:</u></p> <p>a) Should be a Chartered Accountant or ICWA</p> <p>b) Should have at least 2 years experience in Accounts/Costing</p>	MANAGER (COSTING)	<p>30% of the post by Direct Recruitment</p> <p>70% by Promotion from the cadre of Dy Manager (Costing) on the basis of seniority cum merit.</p>	<p><u>For Direct Recruitment Minimum Qualification:</u></p> <p>a) Should be a Chartered Accountant or ICWA</p> <p>b) Should have at least 2 years experience in Accounts/Costing Department of a reputed undertaking - preferably in Textile Industry.</p> <p><u>For Promotion:</u> Should have rendered a service</p>

			Department of a reputed undertaking - preferably in Textile Industry.			of not less than 7 years in the cadre of Dy. Manager (Costing)
53	NEW POST			Dy. Manager (Costing)	30% of the post by Direct Recruitment 70% by Promotion from the cadre of Accounts Officer (Costing) on the basis of seniority cum merit	<p><u>For Direct Recruitment</u> <u>Minimum Qualification:</u> a) Should be a Chartered Accountant or ICWA b) Should have at least 1 year experience in Costing Department of a reputed undertaking - preferably in Textile Industry</p> <p><u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Accounts Officer (Costing)</p>
54	NEW POST			Accounts Officer (Costing)	30% of the post by Direct Recruitment 70% by Promotion from the cadre of Asst. Cost Accounts Officer on the basis of seniority cum merit	<p><u>For Direct Recruitment</u> <u>Minimum Qualification:</u> a) Must possess a Degree in Commerce awarded by an University established by law in India. b) Should have at least 5 years experience in Costing Department of a reputed undertaking - preferably in Textile Industry</p>

						<p><u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Asst. Cost Accts. Officer</p>
55	Asst. Cost Accounts Officer	Direct Recruitment OR By Promotion	<p><u>For Direct Recruitment Essential:</u> a) Must be a B.Com Graduate – preference will be given to II class M.Com Graduates b) Should have minimum period of 3 years of experience in Costing Department of a reputed industrial or commercial undertaking – preferably textiles. <u>For Promotion:</u> Should have worked as Accounts Assistant Costing Department for a period of 5 years</p>	Asst. Cost Accounts Officer	<p>30% of the post by Direct Recruitment 70% by Promotion from the cadre of Accounts Assistant / Audit Assistant on the basis of seniority cum merit</p>	<p><u>For Direct Recruitment Minimum Qualification:</u> a) Must possess a Degree in Commerce awarded by an University established by law in India. b) Should have minimum period of 3 years of experience in Costing Department of a reputed industrial or commercial undertaking – preferably textiles.</p> <p><u>For Promotion:</u> Should be a B.Com Graduate and should have rendered a service of not less than 7 years in the cadre of Accounts Assistant / Audit Assistant.</p>

			and should be a B.Com Graduate			
56	NEW POST			Dy. Manager [Development]	30% of the post by Direct Recruitment 70% by Promotion from the cadre of Estate Officer on the basis of seniority cum merit	<u>For Direct Recruitment Minimum Qualification:</u> a) Must possess a Degree in Civil Engineering awarded by an University established by law in India. b) Should have minimum period of 3 years of experience in a reputed construction Company <u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Estate Officer
57	Dy. Development Officer	Direct Recruitment	<u>For Direct Recruitment Essential:</u> Bachelor of Civil Engineering	ESTATE OFFICER	Direct Recruitment	<u>For Direct Recruitment Minimum Qualification:</u> Must possess a Degree in Civil Engineering awarded by an University established by law in India with 1 year experience in a reputed construction company.
58	NEW POST			Welfare Officer	By Promotion from the cadre of Weavers Welfare Officer on the basis of seniority cum merit	<u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Weavers Welfare Officer
59	Weavers	Direct Recruitment	<u>For Direct</u>	Weavers	Direct Recruitment	<u>For Direct Recruitment</u>

	Welfare Officer		<u>Recruitment Essential:</u> Master Degree in Sociology.	Welfare Officer		<u>Minimum Qualification:</u> Must possess a Master Degree in Sociology awarded by an University established by law in India with one year experience in reputed Govt. / Private Company.
60	Senior Driver	By Promotion	<u>For Promotion:</u> Should have worked as Driver for a minimum period of 5 years	Senior Driver	By Promotion from the cadre of Driver on the basis of seniority cum merit	<u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Driver.
61	Driver	Direct Recruitment OR By Promotion from the cadre of Attenders	<u>For Direct Recruitment Essential:</u> a) Must have passed VIII Standard b) Must possess a Driving License for driving HMV c) Must have 2 to 3 years experience as Driver <u>For Promotion:</u> Same as Direct Recruitment from a lower cadre.	Driver	70% of the post by Direct Recruitment 30% by Promotion from a lower cadre on the basis of seniority cum merit.	<u>For Direct Recruitment Minimum Qualification:</u> a) Must have passed VII standard examination with Kannada as one of the subject of study. b) Must possess a Driving License for driving HMV/LMV c) Must have 3 years experience as Driver <u>For Promotion:</u> a) Must have passed VII Standard b) Must possess a Driving License for driving HMV/LMV c) Should have rendered a service of not less than 7 years in a lower cadre.
62	Typist	90% by direct	<u>For Direct</u>	POSTS		

		recruitment	<u>Recruitment:</u> a) Pass in S.S.L.C. b) Must have passed Senior Typewriting and Junior Shorthand examination conducted by the Department of Public Instruction or must be holder of Diploma in Secretarial Practice granted by the Board of Technical Education in Karnataka or equivalent examination. <u>Desirable:</u> Must have 1 to 2 years experience as Typist.	STANDS ABOLISHED AS AND WHEN INCUMBENT VACATES THE POST		
63	NEW POST			Data Entry Operator	By Direct Recruitment	For Direct Recruitment <u>Minimum Qualification:</u> As prescribed by the Corporation by an order / Notification from time to time.
64	Senior Textile Designer	By Promotion	<u>For Promotion:</u> Should have completed 10 years	POSTS STANDS ABOLISHED		

			service in the cadre of Textile Designer.	AS AND WHEN INCUMBENT VACATES THE POST		
65	Textile Designer	Direct Recruitment	<u>For Direct Recruitment Essential:</u> a) A Degree in Textiles or Diploma in Handloom Technology or Diploma of J.J Institute of Arts, Bombay or Graduate of the National Institute of Designing, Ahmadabad or any other similar diploma of a recognised University /Institute. b) Should have 5 - 6 years experience in fabric designing in a reputed Textile Factory or Handloom Organisation.	POST ABOLISHED		

			Should have knowledge of fabric structure.			
66	Pattern Maker Cum Cutter	Direct Recruitment	<u>For Direct Recruitment Essential:</u> a) Should have studied up to SSLC b) Should have 15 years experience as Pattern Maker Cum Cutter in reputed Garment Manufacturing Unit	Pattern Maker Cum Cutter	30% of the post by Direct Recruitment 70% by Promotion from the cadre of Asst. Pattern Maker cum Cutter on the basis of seniority cum merit	<u>For Direct Recruitment Minimum Qualification:</u> a) Should have studied up to SSLC b) Should have 10 years experience as Pattern Maker Cum Cutter in reputed Garment Manufacturing Unit <u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Asst. Pattern Maker cum Cutter
67	Asst. Pattern Maker Cum Cutter	By Promotion	<u>For Promotion:</u> Should have worked as Tailor for a minimum period of 8 years	Asst. Pattern Maker Cum Cutter	By Promotion from the cadre of Tailor on the basis of seniority cum merit	<u>For Promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Tailor.
68	Company Secretary	Direct Recruitment OR On contract basis	<u>For Direct Recruitment Essential:</u> a) Graduate of a recognised University – preferably B.Com b) Should be an Associate Member	Company Secretary	By Direct Recruitment OR By contract basis	For Direct Recruitment or by contract: <u>Minimum Qualification:</u> a) Must possess a Degree in Commerce awarded by an University established by law in India b) Should be an Associate Member of the Institute of

			<p>of the Institute of Company Secretaries of India or equivalent c) Should have minimum experience of 3 years in similar industrial / commercial organisation. <u>Or on contract basis:</u> Graduate in Commerce with Intermediate in Company Secretaries of India examination or equivalent with 5 years experience in a reputed industrial or commercial organisation.</p>			<p>Company Secretaries of India or equivalent qualification. c) Should have minimum experience of 3 years in industrial / commercial organisation.</p>
69	Public Relations Officer	By Direct Recruitment	<p><u>Essential:</u> a) Should be a graduate of a recognised University. b) Should have</p>	ABOLISHED		

			<p>worked in the Public Relations Department of any State Govt. / Central Govt. / Private Undertaking for a period of 5 years doing public relation work.</p> <p><u>Desirable:</u> Diploma in Journalism / Public Relations / Advertising</p>			
70	Cost Accountant	<p>By Direct Recruitment OR By promotion of Cost Assistant</p>	<p><u>For Direct recruitment:</u> <u>Essential:</u> a) Graduate in commerce of a recognised University. b) Pass in Final examination of the Institute of Cost and Works Accountant of India. c) Should have 2 to 3 years experience in costing</p>	ABOLISHED		

			department, inventory accounts and cost reports, preferably in textile industry. <u>For Promotion:</u> Should have 3 to 8 years experience as Cost Assistants.			
71	Executive Asst. to Managing Director	Direct Recruitment	Essential: a) Degree of a recognised University in first class. b) Master of Business Administration or Bachelor of Business Administration. c) Should have 2 to 3 years experience assisting the M.D. or any Public / Private Undertaking.	ABOLISHED		
72	COST ASSISTANT	Direct Recruitment:	Essential: a) Graduate in Commerce of a recognised University,	ABOLISHED		

			<p>preference being given to M.Com. second class candidates.</p> <p>b) Should have minimum of 3 years experience in costing Department of a reputed industrial / Commercial Undertaking, preferably textiles.</p> <p>OR</p> <p>Pass in intermediate experience of the ICWA with 2 years` experience.</p>			
73	Material Control Assistant	<p>By Direct Recruitment</p> <p>OR</p> <p>By promotion of Project Inspector Gr. II</p>	<p><u>For direct recruitment:</u></p> <p><u>Essential:</u></p> <p>a) Should be a graduate in textiles / diploma in handloom technology.</p> <p>b) Should have minimum of 3 years experience of material handling</p>	ABOLISHED		

			and inventory control in reputed textiles / handloom industry.			
74	Manager, Raw Material cum Procurement Depots	By direct Recruitment OR By promotion of Project Inspectors Gr. II OR By deputation of Dist. Weaving Supervisors.	<u>For Direct Recruitment Essential:</u> a) Should be a diploma holder in Handloom Technology with distinction or 1 st class. b) Should have a minimum experience of 2 to 3 years. For Promotion: Should have put in a minimum of 5 years service as Project Inspectors Gr. II <u>Desirable:</u> Preference will be given to graduates / diploma holders in weaving technology.	ABOLISHED		
75	Dying	By Direct	<u>For Direct</u>	ABOLISHED		

	Supervisor Grade – I	Recruitment	<u>Recruitment Essential:</u> a) Diploma in Handloom Technology / Degree in Textile Chemistry. b) Should have 5 years experience in Textile Processing in hank and fabric bleaching, mercerizing, dyeing, printing and finishing of both yarn in hank form and fabric.			
76	Office Superintendent	By Promotion	<u>By promotion</u> From the cadre of First Division Clerks / Store Keepers on the basis of combined seniority of First Division Clerks and Store Keeper; combined seniority being determined on the basis of length continuous service in the	ABOLISHED		

			respective cadre. Must have put in not less than 5 years service in the cadre of First Division Clerk / Stores Keeper.			
77	Dyeing Supervisor Gr. II	By Direct Recruitment	<p><u>For Direct Recruitment:</u> <u>Essential:</u> a) Degree in Textile Chemistry in Handloom Technology. b) Should have 3 years experience in textile processing in hank and fabric bleaching mercerizing, dyeing and printing and finishing of both yarn and hank and fabrics.</p> <p><u>For promotion:</u> Should have worked in the cadre of Dyeing Supervisor for a minimum period of 10 years.</p>	ABOLISHED		

78	Store Keeper (for TPH Peenya)	By direct recruitment OR By promotion from a lower cadre.	<u>For Direct Recruitment:</u> <u>Essential:</u> a) Degree in Commerce from a recognised University. b) 1 to 2 years experience in maintenance of Stores. <u>For promotion:</u> Should have worked as SDC in the Stores Section for 5 years.	ABOLISHED		
79	Cashier	By Direct Recruitment OR By pro motion from the lower cadre.	<u>For Direct Recruitment:</u> <u>Essential:</u> a) Degree in Commerce from a recognised University. b) 1 to 2 years experience in handling cash. <u>For promotion:</u> Should have worked as Second Division Clerk in Cash.	ABOLISHED		

80	Receptionist cum Telephone Operator	By Direct Recruitment	<u>For Direct Recruitment:</u> <u>Essential:</u> a) Pass in S.S.L.C. b) Must have experience in PBX operations and should be smart and should have fluency in speaking English / Kannada.	POSTS STANDS ABOLISHED AS AND WHEN INCUMBENT VACATES THE POST		
81	NEW POST			Sr. Supervisor	By Promotion from the cadre of supervisor on the basis of seniority cum merit	<u>For promotion:</u> Should have rendered a service of not less than 7 years in the cadre of Supervisor.
82	Supervisor	By Direct Recruitment	<u>For Direct Recruitment:</u> <u>Essential:</u> Bachelor Degree in science with First Class	POSTS STANDS ABOLISHED AS AND WHEN INCUMBENT VACATES THE POST		
83	Security Officer	By Direct Recruitment	<u>For Direct Recruitment:</u> <u>Essential:</u> a) Should be an ex-servicemen in armed forces with 15 years of service.	ABOLISHED		

			b) Graduate preferred.			
84	Preparatory Superintendent	By Direct Recruitment	a) Should have a Degree / Diploma in Textile Technology from a recognised Institute or University. b) Should have a minimum of 8 to 10 years experience in a reputed Textile Mill specially in warping, winding, sizing and dyeing process.	ABOLISHED		
85	Block Cutter	By Direct Recruitment or on contract basis	Essential: Should have experience of atleast 10 years in block making manufacturing concern. For direct recruitment.			
86	Printing Master					
87	Dyeing Master					
88	Mechanical Engineer	By Direct Recruitment	By Direct Recruitment: B.E. (Mech) with a			

			minimum experience of 5 years or Diploma in Mechanical Engineering with a minimum of 10 years experience or 20 to 25 years experience with Boiler Attendant certificate in public or private textile undertaking.			
89	Bleaching & Finishing Master	By Direct Recruitment	For Direct Recruitment: B.Sc., (with Chemistry as main) Diploma or Graduate in Textiles, working experience of minimum 10 to 15 years as a Deputy or Senior Assistant and experience in synthetic fabrics.			
90	Electrical	By Direct	For Direct			

	Engineer	Recruitment	Recruitment: B.E. (Elec.) with 5 years experience or Diploma in Electrical with minimum 10 years experience with H.T. and L.T. License.			
91	Maintenance Engineer	By Direct Recruitment	For Direct Recruitment: Degree / Diploma in Textile Technology with 5 to 7 years experience in the maintenance of Preparatory Department like winding, warping and sizing machines in a reputed Textile Mill.			
92	Departmental Assistant	By Direct Recruitment	For Direct Recruitment: B.Sc., (Chemistry) or B.Sc., Textiles or Diploma in Textiles			
93	Folding	By Direct	For Direct			

	Assistant	Recruitment	Recruitment: A Degree in any faculty or Diploma in Textiles.			
94	Colour Mixer cum Screen Maker					
95	Dyer					
96	Senior Tailor					
97	Dyeing Assistant					
98	Printer					
99	Assistant Printer					
100	Assistant Dyer					
101	Tailor					
102	`A` Class Boiler Attendant					
103	Assistant Supervisor					
104	Sr. Workman Category - I					
105	Workman Category - I					
106	Workman Category - II					
107	Workman Category - III					
108	Workman Category - IV					

NOTE: In the cadres / class of posts to which the policy or reservation in promotion is applicable, wherever a minimum period of five or more years of experience in the feeder cadre / class of posts is prescribed for promotion, if employees possessing the prescribed minimum period of experience are not available the prescribed experience may be reduced by two years and employees possessing the reduced period of experience may be considered for promotion. Where a minimum period of four years of experience in the feeder cadre / class of posts is prescribed for promotion it may be reduced by only one year and employees possessing three years experience may be considered for promotion. However, the minimum period of experience shall not be reduced below three years. This provision is not applicable to cadres to which roster of reservation in promotion is not applicable or need not be applied.

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APPOINTING AUTHORITIES & DISCIPLINARY AUTHORITIES

Sl No	Name of the Post	STATEMENT - I EXISTING RULES				PROPOSED RULES			
		Appointing Authority	Authorities competent to impose penalty and penalties which it may impose		Appellate Authority	Appointing Authority	Authorities competent to impose penalty and penalties which it may impose		Appellate Authority
			Authorities	Penalties			Authorities	Penalties	
1	2	3	4	5	6	7	8	9	10
1	Posts carrying scale of Rs.1300-1900 Financial Manager Administrative Officer cum- Personnel Manager Marketing Manager Purchase Manager	Board	Board	Minor Penalties Major Penalties	No Appeal				
2	Posts carrying scale of pay of Rs.1000-1825; Project Administrators Chief Accounts Officer, Chief Production Manager	Managing Director with the approval of the Board	Managing Director	Minor Penalties Major Penalties	Board No Appeal				
5	Posts carrying scale of pay of Rs.500-1120: Office Superintendent Stenographers Project Inspector Gr.II, Dyeing Supervisor Gr.II	Managing Director	Head of Office Managing Director	Minor Penalties Major Penalties	Managing Director Board				

1	2	3	4	5	6	7	8	9	10
6	Posts carrying scale of pay Rs.460-1000: Accounts Assistants / Senior Assistants.	Managing Director	Head of Office Managing Director	Minor Penalties Major Penalties	Managing Director Board				
7	Posts carrying scale of pay of Rs.400-900: Sales Asst. Grade I First Division Clerks / Accounts Clerk Store Keepers Cashiers, Drivers	Managing Director	Head of Office Managing Director	Minor Penalties Major Penalties	Managing Director Board				
8	Posts carrying scale of pay of Rs. 300-700 Sales Assistant Gr. II Typists, Second Division Clerks Second Division Clerk cum-Typists Receptionist-cum-Telephone Operator	Managing Director	Head of Office Managing Director	Minor Penalties Major Penalties	Managing Director Board				
9	Posts Carrying scale of pay of Rs. 280-500 Attenders	Managing Director	Head of Office Managing Director	Minor Penalties Major Penalties	Managing Director Board				
10	Posts carrying scale of pay of Rs. 280-400 Helpers - Grade I Messengers Peons Board Watchmen	Managing Director	Head of Office Managing Director	Minor Penalties Major Penalties	Managing Director Board				

1	2	3	4	5	6	7	8	9	10
11	Posts Carrying scale of pay of Rs. 200-300 Helpers Grade II	Managing Director	Head of Office Managing Director	Minor Penalties Major Penalties	Managing Director Board				
AMENDED VIDE OFFICE ORDER NO. KHDC:ADM:170/85/18983 DATED 18.12.1985 (Amendment comes into force with effect from 7.6.1985)									
1	Posts carrying scale of pay of Rs. 1725-2350: Personnel Manager/ Production Manager (Silk) Production Manager (Cotton)/ Internal - Audit Officer/Chief Accounts Officer/ Marketing Manager/ Company Secretary/ Addl. Marketing Manager and other posts carrying the above scale	Board	Managing Director	Major Penalties Minor Penalties	Board				
AMENDED VIDE OFFICE ORDER NO. KHDC; ADM; CMP&A:90-91:8878 DATED 14.9.1990									
1	All posts irrespective of the scale of pay		Managing Director	Major & Minor Penalties	Board				
AMENDED VIDE OFFICE ORDER NO. KHDC: ADM: 178-91:4978 DATED 24.6.1991 (Amendment comes into force with effect from 10.5.1991)									

1	2	3	4	5	6	7	8	9	10
1	All posts upto and including the payscale of Rs.1900-3650		Joint Managing Director	Major & Minor Penalties	Chairman & Managing Director				
OFFICE ORDER No.KHDC; ADM: 178-91:12653 DATED 22.11.1991 (extract from Delegation of Powers to Joint Managing Director) (CMD may review decisions and pass orders)									
	All posts upto and including the payscale of Rs.1900-3650		Joint Managing Director	Major & Minor Penalties					
OFFICE ORDER NO. KHDC;ADM;178-91 DATED 1.1.1998 (extract from delegation of powers to Joint Director (Plng. & Admn) (MD may review decisions and pass orders)									
	Employees working in the scale of pay upto including Rs.1720-3300.		Joint Director (Plng. & Admn.)	All administrative powers					

BY ORDER OF THE BOARD OF DIRECTORS

MANAGING DIRECTOR