

QUALIFICATIONS & ELIGIBILITY CONDITIONS FOR THE POSTS OF THE WOOL DEVELOPMENT BOARD

I. WOOL MARKETING DEVELOPMENT OFFICER:

Pay Scale: 10000-15200

Age: 21 to 35 Years

Qualifications:

Essential:

1. Degree from a recognized University or equivalent Institution.
2. Must have sound knowledge of Sheep & Wool Development.
3. At least five years experience in wool marketing in a State/Central Government Organization or a Commercial Organization of repute.

Desirable:

M.B.A., I.R.M.A.

II. ADMINISTRATIVE OFFICER:

Pay Scale: 6500-10500

Age: 21 to 35 Years

Qualifications:

Essential:

1. Degree from a recognized University or equivalent Institution.
2. At least three years experience in a supervisory capacity in Personnel/Administration matters in a Central/State Government Department/Public Sector undertaking or an autonomous body or a Commercial/Industrial Organization of repute.

Desirable:

Familiarity in matters relating to staff welfare measures, office & management, and Industrial relations work.

III. DEPUTY MANAGER (MARKETING):

Pay Scale:6500-10500

Age:21 to 35 years

Qualifications:

Essential:

1. Degree/Diploma, in Wool Technology/Textile Technology from recognized University or equivalent Institutions.
2. At least 3 years experience in a similar capacity.

IV. MARKETING ASSISTANT:

Pay scale:5000-8000

Age:18 to 30 Years

Qualifications:

1. Degree from recognized University or equivalent institution.

Desirable:

3 years experience in a similar capacity.

V. RESEARCH ASSISTANT:

Pay scale: 5000-8000

Age:21 to 30 Years

Qualifications:

Degree in Science from recognized University or equivalent institution and/Or Diploma in Textiles Chemistry or Textiles Technology

VI. HINDI TRANSLATOR

Pay scale: 5000-8000

Age:21 to 30 Year

Qualifications:

Master's degree of a recognized university in Hindi/English with English/Hindi as a main subject at the degree level; OR Master's degree of a recognized university in any subject with Hindi as the medium of instruction and exam. With English as a compulsory subject at degree level; OR Bachelor's degree with Hindi and English as main subjects or either of the two as medium of examination and other as a main subject plus recognized Diploma/Certificate course in translation from Hindi to English and vice versa or two year's experience of translation work from Hindi to English and vice versa in Central/State Govt. office, including Government of India undertaking.

VII. HINDI TYPIST

Pay scale:3050-4590

Age:18 to 25 Years

Qualifications:

S.S.C. or its equivalent

Knowledge of typing with atleast 25 w.p.m. in Hindi Typing.

VIII. ACCOUNTANT:

Pay scale: 5000-8000

Age:21 to 30 Years

Qualifications:

1. B.Com. From recognized University or equivalent institution.
2. 3 Years experience in Commercial accounts including reconciliation and final accounts/experience in handling cash or record.

Desirable:

Associated Chartered Accountants/ Chartered Accountants

IX. STENOGRAPHER GRADE 'C'

Pay scale: 5000-8000

Age:21 to 30 Years

Qualifications:

1. Degree From recognized University or equivalent institution.
2. Speed of 100 & 40 W.P.M. in shorthand & typewriting respectively.
3. 3 years experience with command in English language.
4. Capable of handling routine & general correspondence independently.

Desirable:

Knowledge of Computer operation.

X. STENOGRAPHER GRADE 'D':

Pay scale:4000-6000

Age:18 to 30 Years

Qualifications:

1. Degree From recognized University or equivalent institution.
2. Speed of 100 & 40 W.P.M. in shorthand & typewriting respectively.
3. Capable of handling routine & general correspondence independently.

Desirable:

Knowledge of Computer operation.

XI. L.D.C:

Pay scale:3050-4590

Age:18 to 25 Years

Qualifications:

1. S.S.C. or its equivalent.
2. Knowledge of typing with Atleast 30 w.p.m.

Desirable:

Knowledge of Computer operation.

XII. DRIVER(STAFF CAR):

Pay scale: 3050-4590

Age:18 to 25 Years

Qualifications:

1. Class VIII passed.
2. Valid Driving License.
3. 3 years experience in driving of similar type of vehicle.

XIII. PEON:

Pay scale: 2550-3200

Age: 18 to 25 Years

Qualifications:

Class VIII passed.

XIV. INCHARGE/SUPERVISOR (Wool Testing Centre):

Pay Scale: 5500-9000

Age: 21 to 30 Years

Qualifications:

1. Degree in textile Technology/Textile Physics/Animal Science from recognized University or equivalent Institution. OR
2. Diploma in Textile Chemistry or Textile Technology with four years experience in Textiles Testing and analysis. OR
3. Degree in Science.
4. 7 Years experience in testing and analysis in Textiles/Textile fibres.

Desirable:

Knowledge of data processing on Computer and should have an aptitude for analyzing the data and preparing research report/paper.

XV. JUNIOR TECHNICAL ASSISTANT:

Pay Scale: 4500-7000

Age: 18 to 30 Years

Qualifications:

1. Graduate in Science/Mathematics/Statistics/Textiles Technology from recognized University or equivalent Institution. OR
2. Diploma in Textiles Chemistry or Textiles Technology with two years experience in Textiles Testing & analysis.

XVI. LAB ATTENDANT:

Pay scale: 2550-3200

Age: 18 to 25 Years

Qualifications:

S.S.C. in Science or its equivalent.

XVII. SR. TECHNICAL ASSISTANT (Industrial Service Centre):

Pay Scale: 5500-9000

Age: 21 to 30 Years

Qualifications:

1. Degree in textile Technology/Textile Physics/Animal Science from recognized University or equivalent Institution. OR

2. Diploma in Textile Chemistry or Textile Technology with four years experience in Textiles Testing and analysis. OR
3. Degree in Science.
4. 7 Years experience in testing and analysis in Textiles/Textile fibres.

Desirable:

Knowledge of data processing on Computer and should have an aptitude for analyzing the data and preparing research report/paper.

XVIII. SR. LAB ASSISTANT

Pay Scale: 4000-6000

Age:21 to 30 Years

Qualifications:

1. Graduate in Science with Chemistry as one subject from the recognized University or equivalent institutions OR (ii) Diploma in Textile Chemistry or Textiles Technology.