

**ANNEXURE-1**  
**UPGRADATION/ PROMOTION OF STAFF WORKING IN COTTON CELL**

<b>S. No.</b>	<b>Nomenclature of Post</b>	<b>No. of Post(s)</b>	<b>Name of Post with grade</b>	<b>No. of Post (s)</b>	<b>Remarks</b>
1.			Manager (Cotton) Rs.10300-34800+ (GP) Rs.5400/-	1	The post shall be filled by promotion from amongst the Sr. Field Officer (Cotton) Grade-1, having a minimum experience of 5 years as such or the post may be filled by transfer from amongst the incumbents of the cadre of Distt. Managers.
2.			Sr. Field Officer (Cotton) Rs.10300-34800+ (GP) Rs.5000/-	8	These posts are to be filled by promotion from amongst the Field Officer (Cotton) having a minimum experience of 6 years as such.
3.	Field Officer (Cotton)	27	Field Officer (Cotton) Rs. Rs.10300-34800+ (GP)Rs.3800/-	43	100% by promotion from amongst the AFO having 6 years experience as such

**ANNEXURE-2**

**DETAILS OF CADRE STRENGTH PAY SCALES, AGE LIMITS AND MODE OF RECRUITMENT**

Sr. No.	Nomenclature of Post	No. of Posts	Pay Scales	Age limit for direct recruitment	Mode of recruitment, percentage of posts and qualification			Remarks
					By Direct	By Transfer & On Deputation	By Promotion	
1.	2	3	4	5	6	7	8	9

**GROUP-A**

1.	Managing Director	1	-	-	-	On deputation from Punjab Govt	-	--
2.	Addl. Managing Director	2	-	-	-	-do-	-	--
3.	Executive Director	1	Rs.37400-67000+(GP) Rs.8700/-	-	-	-	By way of promotion from amongst the Chief Managers on seniority cum merit basis having 8 years experience as Chief Manager.	1 post of Chief Manager upgraded to that of Executive Director as approved by RCS, Punjab vide their office letter No.RCS/Mktg/MA-1/45-B/2/11323 dated 14.7.2008.

4.	Chief Manager (Personnel)	1	-	-	-	On deputation from Punjab Govt	-	--
5.	Superintending Engr. (Civil)	1	Rs.37400-67000+(GP) Rs.8700/-	-	-	From amongst the regular Superintending Engineer (Civil) in the Deptts. of the Govt. of Punjab who have an experience of working as such for a minimum period of one year.	Degree in Civil Engineering and should have an experience of working as Executive Engineer in the Federation for a minimum period of ten years.	
6.	Chief Manager (Marketing)	1	Rs.15600-39100+(GP) Rs.8400/-				The post of Chief Managers will be filled in from amongst Dy. Chief Managers on Seniority cum-merit basis except for officers recruited directly as Dy. Chief Managers in which case their eligibility for promotion will be after 5 years service/experience as such.	
7.	Chief Manager (Inputs)	1	Rs. -do-					
8.	Chief Manager (Foodgrain)	1	Rs.-do-					
10.	Chief Manager (Finance)/ CAO	1	Rs.-do-	-	-	-	100% by promotion out of Dy. Chief Accounts Officers having 7 years experience as such	

11.	Chief Manager (Law)	1	Rs. 15600-39100+(GP) Rs.8400/-	-	-	-		The post of Law Officer upgraded to that of Chief Manager (Law)-RCS Sanction No.RCS/MKG/MA-1/45-B/18123A of 27.5.98.
12.	Chief Internal Auditor	1	Rs. 15600-39100+(GP) Rs.8400/-	-	-	-	100% by promotion out of Internal Auditors with five year experience as such..	--
13.	Dy. Chief Manager (Foodgrain)	1	Rs. 15600-39100+(GP) Rs.7800/-	-	-	-	100% by way of promotion on Seniority-cum-merit basis from amongst Sr. Managers having 3 years' experience as such.	--
14.	Dy. Chief Manager (MKtg.)	1	Rs. 15600-39100+(GP) Rs.7800/-	-	-	-		

					<b>Group-A (i)</b>			
1.	Storage & Preservation Expert	1	Rs.15600-39100+(GP) Rs.6600/-	-	.		By promotion from amongst Technical Officers on Seniority-cum-merit basis with 10 years experience as such.	For future the cadre of Asstt. Soil Chemists be treated to have been merged with the cadre of Technical Officer (P & Q) Qualification & Experience for direct recruitment and promotion for the intergrated cadre would be as under; Direct Recruitment M.Sc (Agri.)/ M.Sc. Botony; Zology (Agri.) with entomology in both the case or Chemistry or Bio-Chemistry Or B.Sc.(Agri.) with Soil Science as

								principal subject with 5 years experience preferably in quality control & handling of stocks of foodgrains including storage & inspection in a responsible position in a Govt. or Public undertaking or in a Business house of repute.
2.	Technologist (F&S)	1	Rs. 15600-39100+(GP) Rs.6600/-	-	-			By promotion amongst Asstt. Soil Chemist on Seniority-cum-merit basis having 10 years experience as such.
3.	Sr. Manager	4	Rs. 15600-39100+(GP) Rs.6600/-					100% By promotion from Distt. Managers/Managers on Seniority-cum-merit basis.

4.	Sr.Manager(Liaison)	2	Rs. 15600-39100+(GP) Rs.6600/-	--			100% by way of promotion from amongst Liaison Officers	Two posts of Sr. Maintenance Engineer of MVAI Khanna and Kapurthala Plant converted to that of Sr. Manager (Liaisons) on Common Cadre side as per approval accorded by RCS Punjab vide their office letter No.RCS/MKG/MA-1/45-A-1/5162 dated 4.5.2007 and No.359 dated 7.1.2008
5.	Sr.Manager (Taxation)	1	Rs. 15600-39100+(GP) Rs.6600/-	--			By way of selection out of officers of the rank of Sr.AO and Manager having minimum 5 years experience as Sr.AO/Manager.	The post of Manager (Taxation) upgraded to that of Sr.Manager(Taxation) in the pay band of Rs.15600-

								39100+(GP) Rs.6600/- (Revised) as per approval accorded by RCS Punjab vide their office letter No.RCS/Mktg/ MA-1/45- B(5)/11041 Dated 9.7.2008
6.	Dy. Chief Accounts Officer	6	Rs. 15600- 39100+(GP) Rs.6600/-	18-40 yrs.	40% i) Chartered Accountant / Cost Accountant with minimum experience of 3yrs. as such. ii) Should possess knowledge of Punjabi of Matriculation standard. Other things being equal preference will be given to those having rural background.		60% By promotion out of Sr. Accounts Officer having 5 years experience as such.	One post of Internal Auditor & 3 of Plant Accountants stand designated as Dy.CAO & they shall form one cadre of Markfed whether on Plant or General Cadre.

7.	Internal Auditor	4	Rs. 15600-39100+(GP) Rs.6600/-	18-40 yrs.	100% i) Chartered Accountant with 3 years experience as such or Cost Accountant with atleast 5 years experience in a manufacturing unit or Agro based manufacturing industry of Factory. ii) Should possess knowledge of Punjabi of Matriculation standard. iii) Other things being equal preference will be given to those having rural background.			
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8.	Executive Engineer	3	Rs.15600-39100+(GP) Rs.7600/-	18-40 yrs.			By promotion from out of Assistant Engineers Possessing degree or Diploma Electrical/ Civil Engineering and having experience 10 years as such.	
9	Distt. Managers/ Managers	23	Rs.10300-34800+(GP) Rs.5400/-	18-37 yrs.	30% i) MBA or Chartered Accountant. ii) Should possess knowledge of Punjabi of Matriculation standard.		70% by promotion as below: 55% by promotion from amongst Sr. Branch Officers having 5 years service as such. 15% by promotion from amongst Technical Officers on seniority cum merit basis with 5 years experience as such.	There will be no direct recruitment of Distt. Managers/ Managers except by way of management Trainees having the qualification of MBA or C.A. After one year of successful training, they will be appointed as Distt. Managers/ Managers.
8.	Establishment Officer (General)	1	Rs.10300-34800+(GP) Rs.5400/-	-	-	-	100% by promotion from amongst the Superintendent/ Private Secretaries having 5 years experience as such. The first post shall be filled in from amongst the Supdts	
	Establishment Officer (Enquiries)	1	Rs.-do-					
		1						

	Establishment Officer (Plants)		Rs.10300-34800+(GP) Rs.5400/-				and the second post from amongst the Private Secretaries. Thereafter the post will be filled in the accordance with the ratio of 7:1 from amongst Supdts and Private Secretaries respectively.	
9.	Manager (Development & Public Relations)	1	Rs.10300-34800+(GP) Rs.5400/-			By Deputation from Public Relations Deptt. of Punjab Govt. of an officer not below the rank of a Dy. Director.		
11.	Liaison Officer	1	Rs.10300-34800+(GP) Rs.5400/-				100% by selection from Officers in the rank of Sr. Acctt. Officer/ Sr. Branch Officer and equivalent categories having 5 years experience as such with aptitude and ability to handle the job.	Single cadre post of Liaison Officer merged with the cadre post of Distt. Manager from the date of resolution of Administrator/ BOD i.e. 14.2.90.

13.	Secretary	2	Rs.10300-34800+(GP) Rs.5400/-					By up gradation of two posts of Private Secretaries Sanction conveyed vide RCS, Pb. No. RCS/Marketing MA-1/72-B/1138A dt.2.9.93.
14.	Manager (Sales)	1	Rs.10300-34800+(GP) Rs.5400/-					By promotion from amongst Sales Officers having 5 years experience as such.
15.	Law Officer	1	Rs.10300-34800+(GP) Rs.5400/- -11660					By way of promotion from ALO. 1 post of Liaison Officer converted to that of Law Officer to be filled by way of promotion from ALO , as per approval accorded by RCS Pb. vide letter dated 7.1.2008.

Sr No.	Nomenclature of post	No. of posts	Pay Scales	Age limit for direct recruitment	Mode of recruitment. Percent of post and Qualifications			Remarks
					By direct recruitment	By transfer and on deputation	By promotion	
1.	2.	3.	4.	5.	6.	7.	8.	9.
<b>GROUP-‘B’</b>								
1.	Assistant Engineer (Civil Electrical)	15	Rs.15600-339100 + (GP) Rs.5400/-	18-37 yrs	50% Degree in Civil/Public Health/Electrical Engineering with three years experience or Diploma holder with 10 years practical experience.		50% out of eligible employees of detailed below:- <b>CIVIL</b> i) From amongst the Sectional Officers working in the Federation who possess degree in Civil Engineering and who have an experience of working as such for minimum period of three years. ii) From amongst the Sectional Officers (Civil) working in the Federation who possess Diploma in the Engineering (Civil) of a recognized University of Institute and who have an experience of working as such for a minimum period of 10 years. iii) From amongst the Draftsmen working in the	

Sr No.	Nomenclature of post	No. of posts	Pay Scales	Age limit for direct recruitment	Mode of recruitment. Percent of post and Qualifications			Remarks
					By direct recruitment	By transfer and on deputation	By promotion	
1.	2.	3.	4.	5.	6.	7.	8.	9.
							<p>Federation who possess Diploma in Engineering (Draftsmen) who have an experience of working as such for a minimum period of 10 years.</p> <p>iv) From amongst the Sectional Officers and Draftsmen working in the Federation who possess Associate Membership of Institute and have an experience of working as such for a minimum period of five years.</p> <p><b>ELECTRICAL</b></p> <p>i)From amongst the Sectional Officers working in the Federation who possess degree in Engineering (Electrical) of recognized University of Institute and who have an experience of working as</p>	

Sr No.	Nomenclature of post	No. of posts	Pay Scales	Age limit for direct recruitment	Mode of recruitment. Percent of post and Qualifications			Remarks
					By direct recruitment	By transfer and on deputation	By promotion	
1.	2.	3.	4.	5.	6.	7.	8.	9.
							<p>such for a period of three years.</p> <p>ii) From amongst the Sectional Officers (Electrical) working in the Federation who possess Diploma in the Engineering (Electrical) of a recognized University or Institute and who have an experience of working as such for a minimum period of 10 years.</p> <p>iii) From amongst the Draftsmen working in the Federation who possess Diploma in Engineering (Draftsmen) who have an experience of working as such for minimum period of 10 years.</p> <p>iv) From amongst the Sectional Officers and Draftsmen working in the Federation who possess</p>	



Sr No.	Nomenclature of post	No. of posts	Pay Scales	Age limit for direct recruitment	Mode of recruitment. Percent of post and Qualifications			Remarks
					By direct recruitment	By transfer and on deputation	By promotion	
1.	2.	3.	4.	5.	6.	7.	8.	9.
						--	<p>who have an experience of working as such for a minimum period of 10 years.</p> <p>iii) From amongst the Draftsmen working in the Federation who possess Diploma in Engineering (Draftsmen) who have an experience of working as such for a minimum period of 10 years.</p> <p>iv) From amongst the Sectional Officers and Draftsmen working in the Federation who possess Associate Membership of Institute of Engineering of a recognized University or Institute and who have an experience of working as such for a minimum period of five years.</p>	

Sr No.	Nomenclature of post	No. of posts	Pay Scales	Age limit for direct recruitment	Mode of recruitment. Percent of post and Qualifications			Remarks
					By direct recruitment	By transfer and on deputation	By promotion	
1.	2.	3.	4.	5.	6.	7.	8.	9.
2.	Senior Accounts Officer	22	Rs.10300-34800 + (GP) Rs.5400/-	18-37yrs.	33% Revised/amended qualification for the post of Senior Accounts Officer (For direct recruitment). i). B.Com. plus Intermediate chartered Accountant with 2 years experience. OR B.Com. plus Intermediate ICWA with 2 years experience. ii) Should possess knowledge of Punjabi of Matriculation Standard. iii) Other things being equal preference will be given to those having rural background (RCS Pb. approval No. Mkg/MA-I/72-B/MD/2018 dt. 24.4.1992).	--  -	67% Out of Assistant Accounts Officers having 7 years experience as such.	

Sr No.	Nomenclature of post	No. of posts	Pay Scales	Age limit for direct recruitment	Mode of recruitment. Percent of post and Qualifications			Remarks
					By direct recruitment	By transfer and on deputation	By promotion	
1.	2.	3.	4.	5.	6.	7.	8.	9.
3.	Technical-cum-Preservation Officer	13	Rs.10300-34800 + (GP) Rs.5000/-	18-37 Yrs.	50% i) M.Sc. (Agriculture) with Specialization in Entomology. ii) Should possess knowledge of Punjabi of Matriculation standard. iii) Preference will be given to the candidates having experience of 2 years.		50% By promotion out of Field Officer (Preservation) and Senior Laboratory Technicians in the Scales of Rs.10300-34800+(GP) Rs.3800/- Promotees shall first be placed in the scale of Rs. 10300-34800+(GP) Rs.4200/- and after having working in the Scale for five years shall be eligible for	

Sr No.	Nomenclature of post	No. of posts	Pay Scales	Age limit for direct recruitment	Mode of recruitment. Percent of post and Qualifications			Remarks
					By direct recruitment	By transfer and on deputation	By promotion	
1.	2.	3.	4.	5.	6.	7.	8.	9.
							grant of scale of Rs10300-34800+Rs.5000/-(GP) other things being equal.	
6.	Sales Officer	5	Rs.10300-34800+ (GP) Rs.5000/-	.	--	--	100% by promotion out of Assistant Sales Officers having 5 years experience as such.	--
7.	Sr. Branch Officer	109	Rs. 10300-34800+ (GP) Rs.5000/-	--	14% By direct Having qualification of a) i) B.Sc. (Agriculture) Ist division & M.Sc.in Agronomy/Extension Education/Agril. Economics/Soil/Entomology/Plant Pathology/Agri business/Plant Breeding/Genetics Or ii) B.Sc.(Agriculture) Ist division with MBA . b) (i) Knowledge of MS-Office is essential. ii) Matriculation with Punjabi or its equivalent.	--	86% By promotion from FO(G) with 5 years minimum experience.	

Sr No.	Nomenclature of post	No. of posts	Pay Scales	Age limit for direct recruitment	Mode of recruitment. Percent of post and Qualifications			Remarks
					By direct recruitment	By transfer and on deputation	By promotion	
1.	2.	3.	4.	5.	6.	7.	8.	9.
8.	Superintendent	16	Rs. 10300-34800+ (GP) Rs.5000/-	--			100% By promotion out of Sr. Assistants having 8 years experience as such.	
9.	Private Secretary	12	Rs. 10300-34800+ (GP) Rs.5000/-	--			100% By promotion out of personal Assistants having minimum experience of 1 year or a total experience of 8 years as Sr.Scale Stenographer	
10.	Sr. Programmer	1	Rs. 10300-34800+ (GP) Rs.5400/-	--			By selection from the officials of Markfed having qualifications of Graduation with ten years practical experience of Computer Deptt. of Markfed. Practical experience in System Analyst and Design, Programming in BASIC/COBOL/PASCAL/FOXPRO languages.	In case the departmental candidate do not possess Diploma in system Analyst, he may be required to pass the same as and when the test is arranged by the Markfed

Sr. No.	Nomenclature of Post	No. of Posts	Pay Scales	Age limit for direct recruitment	Mode of recruitment, percentage of posts and qualification			Remarks
					By direct	By Transfer & on Deputation	By Promotion	
1.	2	3	4	5	6	7	8	9

**GROUP-C**

1.	Assistant Accounts Officer	77	Rs. 10300-34800+ (GP) Rs.5000/-	18-37 yrs	25% i) M.Com. with 3 years experience or B.Com with 9 years experience in Govt. Co-operative Institution or reputed business house. ii) Should possess knowledge of Punjabi of Matriculation standard.		75% By promotion out of Accounts having 5 years experience.	
2.	Personal Assistants	20	Rs. 10300-34800+ (GP) Rs.4200/-				100% By promotion out of Sr. Scale Stenographer having 5 years service as such.	

3.	Junior Engineer	18	Rs. 10300-34800+ (GP) Rs.3800/-	18-37 yrs.	100% i) Diploma in Civil/ Electrical/ Public Health Engineering from a recognized University/ Institution with two years experience in the respective line. ii) Should Possess knowledge of Punjabi of Matriculation standard. iii) Other things being equal preference will be given to those having rural background.			
4.	Reception Officer	1	Rs. 10300-34800+ (GP) Rs.4200/-				100% By promotion out of Receptionist-cum- Telephone Operators having 10 years experience as such.	

5.	Accountant	136	Rs. 10300-34800+ (GP) Rs.4200/-				100% By promotion out of Assistant Accountant having 7 years experience as such on qualifying the departmental test as may be prescribed by the Managing Director. In case an employee is considered for promotion after 10 years experience as Asstt. Acctt., the pre-condition for qualifying the departmental test may be relaxed/ waived off by the Managing Director. This shall also apply to the Asstt. Accountant who have been provisionally promoted as accountant vide Markfed H.O. order No.EST/ EASG-2/91/8592 dated 16.10.91. RCS approval No. Mktg./MA-1/RCS/72-B/1266 dt. 1.3.93.	
6.	Circle Head Draftsman	1	Rs. 10300-34800+ (GP) Rs.4200/-	--	---	---	100% By promotion out of Draftsman having 5 years experience and possessing Diploma in Civil/ Electrical or Public Health Engineering awarded by the State Technical Education Board or by any other recognized Institute.	---

7.	Field Officer (General)	350	Rs. 10300-34800+ (GP) Rs.3800/-	--	--	--	100% by promotion out of Assistant Field Officer having atleast 6 years exp. as such.	i) 27 posts merged in the cadre of FO(P). ii) 40 posts merged in the cadre of ASO iii) 51 posts downgraded in the cadre of AFO
8.	Field Officer (Preservation)	68	Rs.10300-34800 + (GP) Rs.3800/-		75% by direct recruitment having qualification of a)B.Sc (Agriculture) Ist division b) (i) Knowledge of MS office is essential.  (ii) Matriculation with Punjabi or its equivalent.		25% By promotion out of Asstt .Field Officer having 5 years experience as such..	
9.	Draftsman	4	Rs.10300-34800 + (GP) Rs.3800/-	18-37 yrs.	50% i) Should possess Diploma in Civil/ Electrical/ Public Health Draftsmanship awarded by the State Board of Technical Education or any		50% By promotion out of Tracers having 10 years experience and possessing certificate of a Tracer from an ITI.	

					other recognized Institution. Should have knowledge of Punjabi of Matriculation standard.			
10.	Sr. Laboratory Tech. (B.Sc./ FSc) -do- (Non BSc/ Fsc)	13	Rs.10300-34800 + (GP) Rs.3800/-	18-37ys.	50% i) B.Sc. Agri. With 5 yrs. exp. in Soil Test. Lab. ii) Should possess knowledge of Punjabi of Matriculation standard.		50% By promotion out of Lab. Attendants & the scale of Sr. Lab. Tech. would be admissible as per their qualifications.	
11.	Programmer	1	Rs.10300-34800 + (GP) Rs.5000/-	18-37 yrs.	i) Graduate with Post Graduate diploma in computer science with 3 yrs. exp. in programming of Graduate with 5 yrs. experience in Programming. ii) Should possess knowledge of Punjabi of Matriculation standard.	--	---	---
12.	Sr. Scale Stenographer	26	Rs.10300-34800	--	--	--	100% by promotion out of Junior Scale Stenographer	

			+ (GP) Rs.3800/-				having 1 year service as Junior Scale Stenographer on qualifying the departmental test in stenography to be held by Personnel Department.	
13.	Sr. Asstt.	168	Rs.10300-34800 + (GP) Rs.3800/-				100% By promotion out of Jr. Asstt. having five years exp.	--
14.	Receptionist-cum-Telephone Operator	2	Rs.10300-34800 + (GP) Rs.3800/-	18-37yrs.	50% i) Should be Graduate of a recognized Univ. with a pleasing personality & must have 5 Yrs. exp. as such alongwith knowledge of operating PABX telephone system. Should possess knowledge of Punjabi of Matriculation standard.		50% by promotion out of Jr. Asstts. Having 10 yrs. exp. on qualifying a departmental test as may be prescribed.	--

15.	Sr. EDP Asstt./ Sr. Machine Operator	2	Rs.10300-34800 + (GP) Rs.3800/-	18-37yrs.	50% Graduate with one year Diploma in EDP from recognized institute Univ. with 2 Yrs. practical experience of the line in a commercial House.		50% By way of selection from employees having graduation with 3 yrs. exp. in Computer Branch of Markfed. Should have aptitude for computer work.	The condition of 3 yrs. exp. may be relaxed in case of an employee who is already having diploma in EDP.
16.	Library Asstt.	1	Rs.10300-34800 + (GP) Rs.3800/-	-do-	100% i) Graduate with Degree in Library Science with three years exp. as such. Such possess knowledge of Punjabi upto Matriculation Standard.			
17.	Sub Station Operator	2	Rs.10300-34800+(GP) Rs.3800/-	-do-	i) Diploma in Electrical Engg. with 3 or 4 years exp. ii) Must possess the knowledge of Punjabi upto Matriculation standard.	--	--	2 posts of Sub-Station Opt. created by abolishing 2 posts of FO(G) RCS approval No.RCS/Mktg/MA/72/2967 dt.7.3.2006
18.	Liaison Officer Gr. II	1	Rs.10300-34800 + (GP) Rs.3800/-	--	---	--	--	The post of Assistant Liaison Officer re designated and

									upgraded as Liaison Officer Gr. II
19.	Assistant Officer	Law	2	Rs.10300- 34800 + (GP) Rs.3800/-	--	---	--	--	--
20.	Asstt. Officer/ Incharge	Sales Depot	56	Rs.10300- 34800+(GP) Rs.3800/-	18-37years	100% by direct recruitment a) i) Graduate 2 <sup>nd</sup> Division with 1 year diploma in Marketing from a recognized University. Or ii) MBA with specialization in Marketing from recognized University. b) i) knowledge of MS-Office is essential. ii) Matriculation with Punjabi or its equivalent.	--	--	--

21.	Assistant Field Officer	150	Rs.5910-20200+ (GP) Rs.2400/-	18-37yrs	80% by direct recruitment having qualification of a) B.Sc (Agriculture) 2nd Division. b) i) knowledge of MS-Office is essential. ii) Matriculation with Punjabi or its equivalent.		20% by promotion out of Salesman having 5 years exp. as such.	
22.	Assistant Accountant	136	Rs.10300-34800+(GP) Rs.3800	18-37yrs.	100% by direct recruitment having qualification of a) B.Com. Ist Division with 1 year Post Graduate Diploma in Computer Applications (Excel, Data Management & MS-office) recognized by Board of Technical Education Punjab or any recognized University. b) Matriculation with Punjabi or its equivalent.			

23.	Jr.Draftsman	1	Rs.5910-20200+ (GP) Rs.2400/-	18-37 yrs.	100% Matric with ITI Certificate in the trade of Tracer.	--	--	--
24.	Electrician	2	Rs.5910-20200+ (GP) Rs.2400/-	18-37yrs.	100% Matric with ITI Certificate in the Electrician Trade.	--	--	--
25.	Jr. Scale Stenographer	17	Rs5910-20200+ (GP) Rs.2800/-	18-37 yrs.			100% i) By way of promotion from amongst the Steno Typist having 5 years experience. ii) As such in the Markfed on qualifying a departmental test. Preference will be given to the official having certificate in Computer course from a recognized Institution by AICTE or UGC. iii) In case the promotion of an employee is made after 8 years experience as Steno-typist, the condition of qualifying departmental test may be relaxed/waived off by the MD.	--

26.	Junior Assistant	51	Rs.5910-20200+ (GP) Rs.2800/-	--	--	--	By promotion from amongst Clerks having 5 years experience as such.	--
27.	Asstt. Public Relations Officer	1	Rs.10300-34800+(GP) Rs.4200/-	18-37 yrs.	100% B.A. 2 <sup>nd</sup> Class	--	--	--
28.	Wireless Operator	1	Rs.5910-20200+(GP) Rs.2400/-	18-37yrs.	100% i) Graduate with certificate of Wireless Operator from a recognized University / Institution. ii) Should possess knowledge of Punjabi of Matriculation standard.	--	--	--
29.	AZO Machine Operator	1	Rs.5910-20200+(GP) Rs.1900/-	18-37yrs.	100% i) Middle pass and must have five years experience in operating AZO Machine. ii) Knowledge of Punjabi.	--	--	--

30.	Restorer	2	Rs.5910-20200+(GP) Rs.1900/-	--	--	--	100% By promotion out of Jamadars/ Daftaries.	--
31	Photostat Machine Operator	5	Rs.5910-20200+(GP) Rs.1900/-	--	--	--	--	Two posts of Peons upgraded to that of Photostat Machine Operators in the pay scale of Rs.950-1800 (with an initial start of Rs.1000/- (Revised to Rs.3120-5160 w.e.f. 1.1.96). RCS approval No.RCS/Marketing/MA-1/72-B/214/A dt.13.1.94. 3 posts of Peons upgraded to that of Photostat machine Operator. RCS sanction No. RCS/Mkg./MA-1/45/B/1275 dt. 15.4.98.

32.	Steno-typist	27	Rs.5910-20200+(GP) Rs.2000/-	18-37years	100% i) Graduate 2 <sup>nd</sup> division. ii) Having proficiency in Punjabi Stenography at the speed of 80 w.p.m. and to transcribe at a speed of 15 w.p.m. iii) Should have Computer knowledge having a certificate in Computer course from a recognized Institute by AICTE or UGC.			RCS approval NO. Mkg.MA-1/72-B/P-II/10198 dt. 1.10.92.
33.	Clerk	58	Rs.5910-20200+(GP) Rs.1900/-	18-37 years	80% i) B.A. 2 <sup>nd</sup> Class. ii) Must qualify typing test in Punjabi at a speed of 30 WPM.		20% by promotion cut of Class-IV employees posted in Head Office and Distt. Officers who are matriculate and qualify a typing test in Punjabi	

				<p>iii) Should possess knowledge of Punjabi &amp; English of Matriculation standard from any recognized education Board/Institution.</p> <p>iv) Should possess a certificate from recognized Institute for operating Computer in MS office viz. Word, Excel, Power-point etc.</p> <p>v) The qualification shall be BA for appointment of the dependants of the deceased employees of Markfed who die in harness. They shall also have to qualify a typing test in Punjabi typewriting at the speed of 30 WPM during the Probation period and should have passed</p>	<p>typewriting at the speed of 30 w.p.m. during the probation period.</p> <p>ii) Should have passed Matriculation Standard examination of Punjabi &amp; English subjects from any recognized education Board/ Institution.</p> <p>iii) To acquire a certificate from recognized Institute for operating Computer in MS office viz. word excel, power point etc.</p>	
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					<p>Matriculation standard examination with Punjabi &amp; English from any recognized Education Board/Institution. Should possess a certificate from a recognized Institute for operating Computer in MS office viz. Word, Excel, Power – Point etc. during the period of probation, if already not in possession.</p>			
34.	Salesman	233	Rs.5910-20200+(GP) Rs.1900/-	18-37yrs.	<p>80% by Direct</p> <p>i) Must be B.Sc.(Agri.) 2<sup>nd</sup> Class.</p> <p>ii) Should possess knowledge of Punjabi &amp; English of Matriculation standard.</p> <p>iii) The qualification shall be B.Sc(Agri.)/BA for</p>	.	<p>i) 20% By promotion out of such class IV employees including Dusting Operators who are Matriculates and are posted in the Markfed Branch Offices</p> <p>ii) Should possess knowledge of Punjabi &amp; English of Matriculation standard.</p>	<p>186 posts of Dusting Opt./Chk./Peon-Cum Chk. etc. upgraded to that of Salesman. The newly upgraded posts of Salesman are as measure personal in the eligible Class-IV employee,</p>

					<p>appointment of the dependants of the deceased employees of Markfed who die in harness Should possess knowledge of Punjabi &amp; English of Matriculation standard. Also should possess a certificate from a recognized Institute for operating Computer in MS office viz. Word, Excel, Power – Point etc. during the period of probation, if already not in possession</p>			<p>therefore the post of Salesman shall stand abolished automatically in case of their Promotion/Retirement/Death/Resignation etc.</p>
35.	Jr. EDP (Asstt.)	1	Rs.5910-20200+(GP) Rs.2400/-	--	--	--	<p>By selection from employees of Markfed with minimum qualification of graduation and sufficient experience in Computer Cell of Markfed. Preference will be given to the employees having a certificate</p>	<p>A post of Jr.EDP (Assistant) in the Computer Cell in the scale of 1200-2130 (Revised to Rs.4020-6200 w.e.f. 1.1.96) is</p>

							course in computer and who has aptitude for computer work.	created by transferring reducing one post from the cadre strength of Jr. Assistant.
36.	Lab Attendant	3	Rs.5910-20200+(GP) Rs.1900/-	18-37yrs.	100% by direct i) 10+2/Senior Secondary and have knowledge of Punjabi of Matric standard.	--	--	--
37.	Work Inspector/Work Mistry	21	Rs.5910-20200+(GP) Rs.1900/-	--	--	--	--	Post created for regularization of work charged employees vide RCS approval No.RCS/MA-I/72-B/5280 dated 25.11.1994 and 6411-A dated 18.12.1997
38.	Mortar-Mate	17	Rs.5910-20200+(GP) Rs.1900/-	--	--	--	--	-do-



Sr No.	Nomenclature of post	No. of posts	Pay Scales	Age limit for direct recruitment	Mode of recruitment. Percent of post and Qualifications			Remarks
					By direct recruitment	By transfer and on deputation	By promotion	
1.	2.	3.	4.	5.	6.	7.	8.	9.
<b>GROUP- D</b>								
1	Driver	20	Rs.5910-20200+ (GP) Rs.2000/-	18-37yrs.	100% i) Matriculation ii) Should possess driving license for driving light vehicles and have an experience of minimum period of five years. iii) Must have knowledge of Punjabi. iii) Preference will be given to those having rural back-ground.	--	--	No. of posts of drivers will be variable in terms of Car facility scheme RCS Pb. Sanction No.RCS/Mkg/M A-1/72-13/2233A dt. 5.5.94
2.	Cook	3	Rs.5910-20200+ (GP) Rs.1900/-	18-37yrs.	100% i) should have experience of cooking for atleast two years ii) Must have knowledge of Punjabi. iii) Preference will be given to those having rural back-ground.	--	--	--
3.	Daftri	16	Rs.4900-10680+ (GP) Rs.1650/-	--	--	--	100% By promotion from Peons, Chowkidars, Sweepers and Malies.	--
4.	Jamadar	28	Rs.4900-10680+ (GP) Rs.1650/		--	--	100% By promotion from Peons, Chowkidars, Sweeper and Malies.	--

5.	Peons/ Mali /Chowkidar	88	Rs.4900-10680+ (GP) Rs.1650/	18-37yrs.	100% i) Must have passed Middle standard with Punjabi. ii) Preference will be given to those having rural back-ground. Knowledge of Gardening & Plants.	--	--	--
6.	Sweeper	5	Rs.4900-10680+ (GP) Rs.1650/-	--	100% i) Must have passed Middle standard with Punjabi. ii) Preference will be given to those having rural back-ground and Ex-Serviceman	--	--	--
6.	Peon-cum-Chowkidar/ Dusting Operators	207	-do-	-do-	100% i) Must have passed Middle standard with Punjabi. ii) Preference will be given to those having rural background and ex-servicemen.	--	--	--

7.	Lift Operator	1	Rs.5910-20200+ (GP) Rs.1900/	-do-	100% i) Matriculation with ITI certificate in Electric trade. ii) Must possess knowledge of Punjabi of Matriculation standard.	--	--	--
8	Plumber	2	-do-	-do-	100% i) Should have passed middle standard examination ii) Diploma in Plumber trade from an ITI. iii) Knowledge of Punjabi.	--	--	--

\* 557 Posts of Class-IV employees created in the pay scale of Rs.810-1455 for regularization of services of daily wage/adhoc/temporary Class-IV employees of Markfed employees RCS approval No.RCS/Mktg/MA-1/72-B/1597A dated 28.9.1993 & sanction No.RCS/Mktg/MA-1/72-B/2019 dated 24.4.1992.