

SCHEDULE

RECRUITMENT RULES FOR THE POST OFFSET PLATEMAKER

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| 1. | Name of the post | Offset Platemaker |
| 2. | Number of Post | 2 (Two) [2022] subject to variation dependent on work load |
| 3. | Classification | General Central Services Group 'C' - Non - Gazetted - Non-Ministerial |
| 4. | Level in the Pay Matrix | Level 4 |
| 5. | Whether Selection or non selection post | Non-selection |
| 6. | Age limit for direct recruits | <p>Between 18 and 30 years (Upper-age-limit relaxable for Government Servants upto 40 years in accordance with the orders or instructions issued by the Central Government, provided such Government Servants are working for not less than 3 years in posts which are in the same line or allied cadres and where a relationship can be established that the services rendered by them in the department will be useful for efficient discharge of duties in the post for which selection is made.)</p> <p>Note: (1) In the case of recruitment made through advertisement, the crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates.
(2) In the case of recruitment made through the Employment Exchange, the crucial date for determining the age-limit shall, in each case, be the last date up to which the Employment Exchanges are asked to submit the names</p> |
| 7. | Education and other qualifications required for direct recruits | <p>(i) Higher Secondary(12th Class) or its equivalent
(ii) Three years of experience in Offset Platemaking in government/Reputed Offset Printing Press
(iii) A pass in trade test.</p> |

Note: The qualification regarding experience is relaxable at the discretion of the competent authority in the case of candidates belonging to the scheduled castes or scheduled tribes if at any stage of selection, the competent

authority is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them

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| 8. | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees | Not Applicable |
| 9. | Period of probation if any, | Direct recruits – two years
Promotees - Nil |
| 10. | Method of recruitment, whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods | (i) 50% by promotion, failing which by deputation, failing both by direct recruitment
(ii) 50% by direct recruitment |
| 11. | In case of recruitment by promotion/ deputation / transfer, grades from which promotion /deputation / transfer is to be made Departmental Promotion Committee | Promotion: Promotion from the grade of Assistant Platemaker with eight year service in the grade rendered after appointment thereto on a regular basis and have successfully completed the training in respect trade |

Note: (1) The requirement of training for promotion is not applicable to the officials holding the feeder post on regular basis on the date of notification of these rules

(2) Where juniors who have completed their qualifying/eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying /eligibility service by more than half of such qualifying/eligibility service or two years whichever is less and have successfully completed their probation period for promotion to the next higher grade along with their juniors who have already completed such qualifying/eligibility service.

Note: (3) For the purpose of computing minimum qualifying service for promotion, the service rendered on a regular basis by an officer prior to 1-1-2016/the date from which the revised pay structure based on the Seventh Central Pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding Level in the Pay Matrix based on the recommendation of the commission.

Deputation: From officials of Puducherry Administration

(a) (i) Holding analogous posts on regular basis or

(ii) with 5 years service in posts in Level 3 in the Pay Matrix

or

with 8 years regular service in posts in Level 2 in the Pay Matrix in the Pay matrix and

(b) Possessing the educational qualifications and experience prescribed for direct recruits under column(7)

Note: (1) Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or departments of the Central/State/union Territory Governments shall ordinarily not exceeding three years

Note: (2) The maximum age-limit for appointment by deputation shall be "not exceeding 56 years" on the closing date for receipt of applications.

Note; (3) For the purpose of appointment on deputation/absorption basis, the service rendered on a regular basis by an officer prior to 01/01/2016/ the date from which the revised pay structure based on the Seventh central pay Commission recommendations has been extended, shall be deemed to be service rendered in the corresponding Level in the Pay Matrix extended based on the recommendations of the Commissions except where there has been merger of more than one pre-revised scale of pay into one grade with a common Level in the Pay Matrix, and where this benefit will extend only for the post or posts for which that Level in the Pay Matrix is the normal replacement grade without any upgradation

12. If a Departmental promotion Committee exists, what is its composition?

Group 'C' Departmental Promotion Committee (for considering Promotion) / Departmental Confirmation Committee (for considering confirmation)-

1. Secretary to Government (Stationery and Printing) – Chairman

- 2. Joint/Deputy/Under Secretary to Government (Stationery and Printing) – Member
- 3. Director of Stationery and Printing – Member

- 13. Circumstances in which Union Public Service Commission is to be consulted in making recruitment Not Applicable

Signature of the Officer
Sending the proposals