



**Government of Jammu and Kashmir
Industries and Commerce Department
Civil Secretariat, Srinagar/Jammu.**

Notification

Srinagar, ... ^{26th} of October, 2019

SRO 924 In exercise of the powers conferred by proviso to Article 309 of the Constitution of India, the Governor is pleased to direct that cadre of Jammu and Kashmir J&K Handicrafts Department (Subordinate/ Non-Gazetted Service) for the Union Territory of Jammu and Kashmir upon exclusion of the posts of Union Territory of Ladakh, shall comprise the posts as indicated in Schedule-I to this notification, subject to any modifications as may be necessary.

This shall come into force with immediate effect.

By order of the Governor.

**(Navin.K.Choudhary), IAS
Principal Secretary to Government,
Industries and Commerce Department.**

No:- IND/Adm/23/2019/VI

Dated:- 26.10.2019.

**Schedule-I to SRO of
Jammu & Kashmir Handicrafts (Subordinate) Service**

S.NO	NAME OF THE POST	NUMBER OF POSTS	PAY BAND/SCALE OF THE POST	LEVEL	CADRE (UT/ DIVISIONAL/ DISTRICT)
1	Section Officer	1	44900-142400	7	Union Territory
2	Section Officer	2	44900-142400	7	Divisional
3	Statistical Officer	2	44900-142400	7	Union Territory
4	Personal Assistant	1	44900-142400	7	Union Territory
5	Assistant Accounts Officer	1	44900-142400	7	Union Territory
6	Assistant Accounts Officer	2	44900-142400	7	Divisional
7	Statistical Officer	1	44900-142400	7	Union Territory
8	Handicrafts Training Officer (HTO)	69	35900-113500	6E	Union Territory
9	Assistant Publicity Officer	1	35900-113500	6E	Divisional
10	Designer	7	35900-113500	6E	Divisional
11	Master Craftsman	4	35900-113500	6E	Divisional
12	Quality Control Inspector	10	35900-113500	6E	Union Territory
13	Cameraman Grade-I	1	35900-113500	6E	Divisional
14	Designer cum Talim Writer	1	35900-113500	6E	Divisional
15	Designer Tailoring & Embroidary	1	35900-113500	6E	Divisional
16	Jr. Chemist	1	35900-113500	6E	Divisional
17	Museum Cum Librarian	1	35900-113500	6E	Divisional
18	Planning Assistant	1	35900-113500	6E	Divisional
19	Sr. Analyst	1	35800-113200	6D	Divisional
20	Asstt. Registrar Induscos	16	35800-113200	6D	Union Territory
21	Head Assistant	2	35600-112800	6B	Union Territory
22	Head Assistant	12	35600-112800	6B	Divisional
23	Head Assistant cum Acconutant	1	35600-112800	6B	Union Territory
24	Sts. Assistant	2	35600-112800	6B	Divisional
25	Statistical Assistant	9	35600-112800	6B	Divisional
26	Jr. Accountant	2	35600-112800	6B	Union Territory
27	Jr. Scale Steno	2	35600-112800	6B	Union Territory
28	Junior Steno	4	35600-112800	6B	Divisional
29	Computer Operator	2	35400-112400	6	Union Territory
30	Product Assistant	4	35400-112400	6	Union Territory
31	Enforcement Inspector	2	35400-112400	6	Union Territory
32	Assistant Handicrafts Training Officer	1	35400-112400	6	Divisional
33	Analyst	1	35400-112400	6	Divisional

34	Assistant Designer	1	35400-112400	6	District
35	Craftsman	1	35400-112400	6	Divisional
36	Assistant Handicraft Training Officer	405	35400-112400	6	Divisional
37	Blue-Printer Expert	1	35400-112400	6	Divisional
38	Calico Instructor	5	35400-112400	6	Divisional
39	Cameraman Grade II	1	35400-112400	6	Divisional
40	Draftsman SOD	1	35400-112400	6	Divisional
41	Enforcement Inspector	1	35400-112400	6	Divisional
42	Inspectors Induscos	12	35400-112400	6	Divisional
43	Loan Inspector	2	35400-112400	6	Divisional
44	Painter	1	35400-112400	6	Divisional
45	Potter SOD	1	35400-112400	6	Divisional
46	Printing Master Calico	1	35400-112400	6	Divisional
47	Product Assistant	2	35400-112400	6	Divisional
48	QC Supervisors	4	35400-112400	6	Divisional
49	Senior Auditor Induscos	1	35400-112400	6	Divisional
50	Sr Craft Instructor	475	35400-112400	6	Divisional
51	Superintendent Toy & Doll	1	35400-112400	6	Divisional
52	Supervisor Common Facility Center	1	35400-112400	6	Divisional
53	Talim Writer	1	35400-112400	6	Divisional
54	Technical Assistant	13	35400-112400	6	Divisional
55	Technician Cutting & Tailoring Emb.	2	35400-112400	6	Divisional
56	Turner SOD	1	35400-112400	6	Union Territory
57	Chauffar	1	35400-112400	6	Divisional
58	Accounts Assistant	2	29200-92300	5	Union Territory
59	Jr. Sts. Assistant	2	29200-92300	5	Union Territory
60	Sr. Assistant	7	29200-92300	5	Union Territory
61	Cashier	1	29200-92300	5	Divisional
62	Accounts Assistant	4	29200-92300	5	District
63	Accounts Assistant	21	29200-92300	5	Divisional
64	Jr. statistical Assistant	1	29200-92300	5	Divisional
65	Sr. Asstt.	16	29200-92300	5	Divisional
66	Sr. Asstt.	25	29200-92300	5	District
67	Cashier	1	25500-81100	4	District
68	Cashier	9	25500-81100	4	Divisional
69	Sr. Asstt cum Store Keeper	8	25500-81100	4	Union Territory
70	Record Keeper Cum Typist	3	25500-81100	4	Union Territory
71	Store Keeper	1	25500-81100	4	Union Territory
72	Jr. Assistant	7	25500-81100	4	Divisional

73	Assistant Craftsman/ Assistant Craftsman Tapestry	4	25500-81100	4	Divisional
74	Asstt. Craftsman SOD	28	25500-81100	4	Divisional
75	Auditor Induscos	10	25500-81100	4	District
76	Auditor	8	25500-81100	4	District
77	Caretaker	16	25500-81100	4	District
78	Craftsman HTC Srinagar	1	25500-81100	4	Divisional
79	Electrician QC	1	25500-81100	4	Divisional
80	Junior Assistant	19	25500-81100	4	District
81	Junior Assistant	19	25500-81100	4	District
82	Jr. Asstt. cum Computer operator	7	25500-81100	4	District
83	Junior Instructor	439	25500-81100	4	District
84	Junior Instructor (Calico)	8	25500-81100	4	District
85	Instructor KanishawaL	4	25500-81100	4	Divisional
86	Labartory Assistant	2	25500-81100	4	Divisional
87	Manager Cooperative Training Centre	1	25500-81100	4	Divisional
88	Record Keeper cum Typist	2	25500-81100	4	Divisional
89	Senior Typist	1	25500-81100	4	Divisional
90	Store Keeper	9	25500-81100	4	Divisional
91	Store Keeper	4	25500-81100	4	District
92	Supervisor (Coperative Training Center)	1	25500-81100	4	Divisional
93	Supervisor	9	25500-81100	4	Divisional
94	Supervisor	9	25500-81100	4	District
95	Tailor Master Srinagar	1	25500-81100	4	District
96	Instructor Toy	1	25500-81100	4	District
97	Instructor Doll	1	25500-81100	4	Divisional
98	Wireman	1	25500-81100	4	District
99	Instructor Doll Making & Tailoring	1	25500-81100	4	District
100	Driver	3	25500-81100	4	Divisional
101	Gestetner Assistant	2	19900-63200	2	District
102	Instructor Hand Emb./ Machine Knitting/HTC, Jammu	3	19900-63200	2	Divisional
103	Jr. Supervisors Induscos	3	19900-63200	2	District
104	Jr. Supervisors	8	19900-63200	2	Divisional
105	Jr. Instructor Carpentry	1	19900-63200	2	Divisional
106	Lab Bearer Gr.1	1	19900-63200	2	Divisional
107	Stamping Assistant	9	19900-63200	2	District
108	Weaving Instructor	1	19900-63200	2	Union Territory

109	Jamadar Grade-I	1	19000-63200	2	Divisional
110	Jobber Calico	5	19000-63200	2	Divisional
111	Jamadar Grade-II	1	15900-50400	SL2	District
112	Instructor Coop. Trg. Centres (Hand & Machine Emb./ Cutting Tailoring)	6	15900-50400	SL2	District
113	Weaving Master (Printing)	1	15900-50400	SL2	Divisional
114	Lab Bearer Gr.II	2	14800-47100	SL1	Union Territory
115	Orderly cum Chowkidar	1	14800-47100	SL1	Union Territory
116	Orderly	7	14800-47100	SL1	Union Territory
117	Sweeper	1	14800-47100	SL1	Divisional
118	Mashki	1	14800-47100	SL1	Divisional
119	Orderly & OCC	28	14800-47100	SL1	District
120	Orderly & OCC	604	14800-47100	SL1	Divisional
121	Store Khalasi	3	14800-47100	SL1	Divisional
122	Sweeper	4	14800-47100	SL1	Divisional
Massive Carpet Scheme					
123	Carpet Training Officer	7	35900-113500	6E	Divisional
124	Assistant Carpet Training Officer	62	35400-112400	6	Divisional
125	Designer	1	35400-112400	6	Divisional
126	Master Craftsman	59	35400-112400	6	Divisional
127	Sr. Assistant	4	29200-92300	5	Divisional
128	Establishment Clerk	1	25500-81100	4	Divisional
129	Talim Writer	3	25500-81100	4	Divisional
130	Accountant cum Storekeepr	7	25500-81100	4	Divisional
131	Jr. Assistant	14	25500-81100	4	Divisional
132	Assistant Craftsman	78	25500-81100	4	Divisional
133	Copyist	10	25500-81100	4	Divisional
134	Carpet Mistry	2	25500-81100	4	Divisional
135	Driver	2	25500-81100	4	Divisional
136	Jamadar	1	15900-50400	SL2	Divisional
137	Carpenter	1	14800-47100	SL1	Divisional
138	Orderly-cum-Chowkidar	66	14800-47100	SL1	Divisional
139	Helpers	100	14800-47100	SL1	Divisional
TOTAL		2932			

*In addition to the number of duty posts as indicated above, there shall be the Leave/Deputation and Training reserve, as per the following breakup:-

1. Leave/Deputation reserve @ 10%
2. Training reserve @ 10%