# Aided Courses (Non-Teaching)

<table>
<thead>
<tr>
<th></th>
<th>Name of the Post</th>
<th>Steno - Typist</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No. of Post</td>
<td>One</td>
</tr>
<tr>
<td></td>
<td>Roster</td>
<td>G.T.</td>
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<tr>
<td></td>
<td>Age as on 01-07-2018</td>
<td>30 Years</td>
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</tbody>
</table>

**Qualification required:**

**Essential:**

i) 1) Must possess Minimum General Educational Qualification prescribed in the Schedule to the General Rules AND

2) Must have passed the Government Tech. Examination in Typewriting & Shorthand by the Senior Grade both in Tamil & English

OR

Must have passed the Government Tech. Examination in Typewriting & Shorthand by the Senior Grade in Tamil and Junior Grade in English.

OR

Must have passed the Government Tech. Examination in Typewriting & Shorthand by the Senior Grade in English and Junior Grade in Tamil

ii) Desirable .. Degree, Computer Knowledge with Tally

Pay Matrix: Rs.20,600/-
2. **Name of the Post**: Typist  
   **No. of Post**: Three  
   **Roster**: G.T-1, MBC/DNC-1 & SCA (Women) -1  
   **Age as on 01-07-2018**: GT -30 Years, MBC/DNC-32 years  
   SCA (Women) – 35 years  

**Qualification required:**

*Essential:*

i) 1) Must possess Minimum General Educational Qualification prescribed in the Schedule to the General Rules  
   AND  
   2) Must have passed the Government Tech. Examination in Typewriting by the Senior Grade both in Tamil & English.  
   OR  
   Must have passed the Government Tech. Examination in Typewriting by the Senior Grade in Tamil and Junior Grade in English.  
   OR  
   Must have passed the Government Tech. Examination in Typewriting by the Senior Grade in English and Junior Grade in Tamil  

ii) Desirable  
   Degree, Computer Knowledge with Tally

**Pay Matrix:** Rs.19,500/-
3. Name of the Post : Artisan Grade-II

No. of Post : Ten

Roster : G.T-2, MBC/DNC-1, BC (Other than BCM)-2, GT (Women)-1, BC (Other than BCM)(Women)-1, MBC/DNC (Women)-1, SC-1 & SCA (Women) -1

Age as on 01-07-2018 : 36 years.

Qualification required:

i) Essential:


ii) Desirable.... Diploma in any branch and practical experience for a period of not less than two years.

Pay Matrix: Rs.19,500/-
Name of the Post : Laboratory Assistant

No. of Post : Seven

Roster : G.T-1, MBC/DNC-1, BC (Other than BCM)-1, GT (Women)-1, MBC/DNC (Women)-1, SCA (Women)-1, & SC -1

Age as on 01-07-2018 : 36 Years

Qualification required:

i) **Essential:**


Provided that for the purpose of appointment to the posts of Laboratory Assistants in the Laboratories noted hereunder, The trades mentioned against them shall also be considered:

Laboratory                               Trade

1. Survey Lab                           Surveyor Trade

   Hydraulics :                         2. General Mechanics Trade
   Strength of Materials:              
   Chemistry and Physics Lab.

3. Heat Engines Laboratory              1. Mechanic (Diesel)
   2. Mechanic (Tractor)
   3. I.C. Engine Trade
   4. Automobile Trade
   5. Mechanic (MV) Trade

ii) **Desirable**

Diploma in any branch and practical experience for a period of not less than two years

Pay Matrix: Rs.19,500/-
5. **Name of the Post**: Electrician

   **No. of Post**: Two

   **Roster**: G.T-1 & SCA(Women)-1

   **Age as on 01-07-2018**: 36 Years

**Qualification required:**

i) *Essential:*

   i) An Industrial Training Institute Certificate / National Trade Certificate / National Apprentice-Ship Training Certificate in Electrician or Wireman Trade;

   OR

   ii) a) Electrician or Wireman Competency Certificate issued by the State Government; and

   b) Practical experience for a period of not less than two years in work or works recognized by the appointing authority.

   Explanation: The Competency Certificate mentioned under item(ii) (a) above should be one issued by the Tamilnadu Electricity Board, or Chief Electrical Inspectorate by Directorate of Employment and Training.

ii) *Desirable:*

   Diploma in Electrical & Electronics Engineering and practical experience for a period of not less than two years.

**Pay Matrix**: Rs.19,500/-
6. **Name of the Post**: Fitter

   **No. of Post**: One

   **Roster**: G.T

   **Age as on 01-07-2018**: 36 Years

**Qualification required:**

i) **Essential**:

   An Industrial Training Institute Certificate/National Trade Certificate/National Apprentice-ship Training Certificate related to Civil,

ii) **Desirable**

   Diploma in Civil Engineering and practical experience for a period of not less than two years.

**Pay Matrix**: Rs.19,500/-
7. **Name of the Post**: Boiler Attender  
   **No. of Post**: One  
   **Roster**: G.T.  
   **Age as on 01-07-2018**: 36 Years

**Qualification required:**

**Essential:**

i) Failed S.S.L.C: and  
ii) A third class Boiler competency Certificate awarded by the Chief Inspector of Boilers, Chennai.

**Desirable**

Diploma in Mechanical Engineering and Practical experience for a period of not Less than Two years

**Pay Matrix:** Rs.18,500/-
8. **Name of the Post**: Assistant Physical Director  
**No. of Post**: One  
**Roster**: G.T.  
**Age as on 01-07-2018**: 36 Years  

**Qualification required:**

**Essential:**  
i) The State Government Teacher’s Certificate in Physical Education (Higher Grade)  
OR  

ii) State Government Teacher’s Certificate in Physical Education awarded to Ex-service men (Higher Grade)

**Desirable:** Bachelor of Physical Education.

**Pay Matrix:** Rs.20,600/-