

No.EE3/1405/17

Directorate of Industries & Commerce,  
Thiruvananthapuram, Dated:17/06/17.

**CIRCULAR**

Sub: Industries-Establishment-Provisional Seniority list of Fair Copy/  
Selection Grade/Senior Grade/Upper Division/Lower Division Typist on  
31.12.2016-publishing - reg

Ref: This office Circular No.EE3/455/2017, dated.19.01.2017

As per the circular referred above, the Seniority of Fair Copy/  
Selection Grade/Senior Grade/Upper Division/Lower Division Typist in Industries  
Department as on 31.12.2016 has been provisionally fixed in accordance with the  
following Rules and Government Orders

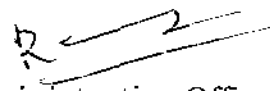
Sl.No	Method of Recruitment	Relevant date of fixing seniority	Rule/G.O
1	Direct Recruitment through PSC	Date of advice by the PSC	Rule 27 of KS&SSR
2	Inter Department Transfer	Date of joining in the Industries Department	Rule 27 of KS & SSR and G.O(P) 11/76/PD dated:13.01.1976
3	Inter District Transfer	Date of joining in the new District	G.O(P) No.36/91/P&ARD dated:02.12.1991

The incumbents are requested to point out objection, mistakes or factual errors, if any to be filed in this office within 15 days from the date of receipt of this circular with supporting documents duly attested and recommended by their respective controlling officers. This circular is published in the official website of Directorate of Industries and Commerce ([www.keralaindustry.org](http://www.keralaindustry.org)) also. The controlling Officers are directed to circulate the attached list among the incumbents

concerned including those who are on leave/deputation and the receipt of this circular should be acknowledged immediately. The controlling Officers are directed to submit the report that it has been circulated among all the officers concerned.

If no such written objections is received within the prescribed time limit, it will be presumed that there are no objections, mistakes or factual errors and the provisional seniority list will be finalized accordingly. Objection received after the time limit will not be considered. **The provisional seniority list will be finalized only after hearing the persons who have filed the objections.**

The controlling officers are directed to furnish the details of advice, appointment order, date of joining and DRB of the incumbents whose details are not included in this list to this office for finalization of the provisional seniority list.

  
Senior Administrative Officer

**To**

- 1) The Director, Directorate of Coir Development (Requested to circulate the provisional seniority list among the offices under your jurisdiction)
- 2) The Director, Directorate of Handloom & Textiles (Requested to circulate the provisional seniority list among the offices under your jurisdiction)
- 3) The General Manager, District Industries Centre( Directed to circulate the provisional seniority list among the offices under your jurisdiction)
- 4) The Deputy Director/The Assistant Director  
Common Facility Service Centre, Changanacherry / Manjeri
- 5) Website of Directorate Industries and commerce. ([www.keralaindustry.org](http://www.keralaindustry.org))
- 6) Stock File/Spare

**Provisional Seniority List of Fair Copy Superintendents/Selection Grade Typists/Senior Grade Typists/  
U.D.Typists/L.D.Typists in Industries Department as on 31.12.2016**

Sl. No.	Seniority Number	Seniority No. In Previous Seniority Lists	Name	Date of Birth	Qualifications	No. & Date of Advice	No.& date of Appointment order	Date of Joining	DRB	Remarks
1	2	3	4	5	6	7	8	9	10	11
1	01/84	38 01-10-1976 to 31-12-1994	Prasannakumari. T. S.	30-04-1961	SSLC, Typ. Eng & Mal(H), Shorthand Eng. & Mal. (L)	16-06-1984		09.07.84		Relinquished FCS permanently( Retired)
2	02/89	64 01-10-1976 to 31-12-1994	Ravi. A	10-05-64	PDC, Typ. Eng & Mal. (H)	09-08-89		-		FCS
3	03/95	01 01-10-1995 to 31-12-1997	Rajan. P.K.	21-10-63	SSLC, Typ. Eng & Mal(H)	-		30-03-95	IDKI	Relinquished FCS permanently
4	04/95	02 01-10-1995 to 31-12-1997	Dhananjayan.K.A.	10-02-69	PDC, Typ. Eng(H)	-		30-03-95	TSR	FCS
5	05/95	07 of 01-10-1995 to 31-12-1997	Sobha. K. V.	25-05-68	SSLC, Typ. Eng & Mal(H)	22-11-95		09-01-96	TVPM	FCS

6	06/96	13 01-10-1995 to 31-12- 1997	Geethakumari. L	25-05-62	BA, Typ. Eng(H)	PRA(1)1547/ 90 dated:19.10.1 996	EB1/214 76/95 dated:18. 11.1996	02-12-96	PLKD	Selection Grade
7	07/97	17 01-10-1995 to 31-12- 1997	Sunil Kumar.P.S.	01-08-62	SSLC, Typ. Eng & Mal(H)	IDA(4)1445/ 90 dated:07.04.1 997	EB1/277 1/97 dated:25. 04.1997	07-05-97	IDKI	Selection Grade
8	08/97	19 01-10-1995 to 31-12- 1997	M.A.Ibrahim	08-09-62	SSLC, Typ. Eng & Mal(L)	WI(2)1271/9 0 dated:24.07.1 997	EB1/577 0/97 dated:05. 09.1997	29-09-97	WYND	Selection Grade
9	09/02	09 01-10-1995 to 31-12- 1997	Lizymol.T.K.	07-05-62	SSLC, Typ. Eng (H),Mal. (L)	WI(2)1271/9 0 dated:31.01.1 996	EB1/262 46/01 dated:23. 03.2002	11.04.2002	WYND	Inter Dist. Transfer
10	10/03	10 01-10-1995 to 31-12- 1997	Albert Willington	20-05-64	SSLC, Typ. Eng (H), Mal. (L)	IDA(4)1613/ 85 dated:08.08.1 990	EB1/274 66/02 dated:14. 01.2003	27.01.2003	IDKI	Inter Department Transfer/Int er District Transfer
11	11/03	03 01-01-2002 to 31-12- 2006	Shaju.V.K.	13-03-72	SSLC, Typ. Eng & Mal(H)	C1/4/1239/9 5 dated 24-03- 2003		29-04-03	KNR	Selection Grade
12	12/03	04 01-01-2002 to 31-12- 2006	Nandini.V.C.	25-05-73	SSLC, Typ. Eng & Mal(H)	WI(4) 2434/94 dated 02-04- 2003		30-04-03	WYND	Selection Grade

13	13/03	05 01-01-2002 to 31-12- 2006	Padmini. M	27-05-72	SSLC, Typ. Eng & Mal(H)	WI(4) 2434/94 dated 02-04- 2003		05-05-03	WYND	Selection Grade
14	14/03	16 01-10-1995 to 31-12- 1997	Unnikrishnan.P	30.05.1960	SSLC, Typ. Eng & Mal(H)	IDA(4)1445/ 90 dated:07.04.1 997	EB1/2148 0/02 dated:13.1 0.2003	21.10.2003	IDKI	<b>Retired</b> Inter District Transfer
15	15/04	10 01-01-2002 to 31-12- 2006	Aryadevi	30-05-61	SSLC, MA, Typ. Eng (H), Mal(L)	EV(2) 2836/97 dated 01-09- 2004		27-09-04	EKLM	Selection Grade (Retired)
16	16/06	12 01-01-2002 to 31-12- 2006	Mathew Thomas	24-01-61	SSLC, Typ. Eng(H),Mal (L), Word Processing		EB 1/14826/ 06 dated 03.02.200 6.	07-02-06	MLPM	Inter Dist. Transfer.Se lection Grade (Retired)
17	17/06	14 01-01-2002 to 31-12- 2006	Prabhakaran Nair. M	31-05-61	SSLC, Typ. Eng(H), Mal. (L)		EB 1/14826/ 06 dated 02.06.200	07-06-06	MLPM	Inter Dist. Transfer. Selection Grade
18	18/06	15 01-01-2002 to 31-12- 2006	Preetha. R.	31-05-70	MA, Typ. Eng(H), Mal. (L)	DTB(1) 4252/97(8) dated 23-08- 2005 Thiruvananth		03-11-06		Inter Department Transfer. Selection Grade

19	19/08	02 01-01-2007 to 31-12- 2008	Susy. S.	31-05-71	SSLC, Typ. Eng (H), Mal(L), MS Office	25-01-08		27-02-08	IDKI	Selection Grade
20	20/08	06 01-01-2007 to 31-12- 2008	Bindhu.M.S.	20-05-75	SSLC, Typ. Eng.(H), Mal. (L), Word Processing	31-03-08		29-04-08	PTA	Selection Grade
21	21/08	10 01-01-2007 to 31-12- 2008	Kavitha. S.	30-05-79	SSLC, Typ. Eng. (H) Mal(L), Word Processing,JDC	17-04-08		30-05-08	ALPY	UDT (Promoted as JCI)
22	22/08	11 01-01-2007 to 31-12- 2008	Gopakumar.M.G.	14-04-74	SSLC, Typ. Eng.(H), Mal. (L) JDC Word Processing	22-04-08		04-06-08	KTM	UDT (Promoted as JCI)
23	23/08	12 01-01-2007 to 31-12- 2008	Sindhu. K.	20-05-75	SSLC, BA, Typ. Eng. (H). Mal (L), Word Processing,JDC	07-05-08		04-06-08	MLPM	UDT
24	24/08	13 01-01-2007 to 31-12- 2008	Abdul Rasheed. K.	05-03-76	SSLC, BA, Typ. Eng. (H). Mal (L), Word Processing,JDC,A/C( L)	07-05-08		06-06-08	MLPM	UDT
25	25/08	14 01-01-2007 to 31-12- 2008	Mahesh. J.	10-04-79	SSLC, BA, Typ. Eng. (H). Mal (L), B.Com(Co-op) Word Processing,JDC,MOP, A/C(L)	07-05-08		04-06-08	MLPM	UDT

26	26/08	15 01-01-2007 to 31-12- 2008	Ajayakumar.P.A.	17-05-73	SSLC, Typ. Eng. Higher, Typ. Mal. Lower, Word Processing	22-05-08		07-07-08	TSR	UDT
27	27/08	17 01-01-2007 to 31-12- 2008	Sheela. M.	31-05-73	SSLC, Typ. Eng. Higher, Typ. Mal. Lower, Word Processing	24-06-08		15-07-08	KSGD	UDT
28	28/09	01 01-01-2009 to 31-12- 2010	Jayasree.O.K.	20-03-81	SSLC, BA, Typ. Eng. (H). Mal (L), Word Processing	MRII (1) 1337/04(9) dated 03-03- 2009		30-03-09	MLPM	UDT
29	29/09	02 01-01-2009 to 31-12- 2010	Ambilimole. G	29-05-70	SSLC, BA, Typ. Eng. (H). Mal (L), MS Office		EB 1/6606/0 9 dated 02- 06-2009	04-06-09		Inter Department Transfer Selection Grade
30	30/09	03 01-01-2009 to 31-12- 2010	Nisha. A.	07-05-77	SSLC, Typ. Eng & Mal (L), NTC	WRII (2) 836/04(2) dated 15-06- 2009		20-07-09	WYND	Selection Grade
31	31/09	04 01-01-2009 to 31-12- 2010	Geethamoney. T.	20-05-70	SSLC, Typ. Eng & Mal. (H), DTP, Word Processing	KGDI (3) 1105/05 dated 24-06- 2009		15-07-09	KSGD	UDT
32	32/09	05 01-01-2009 to 31-12- 2010	Visini.J.C.Sarikayil	29-01-82	SSLC, Typ. Eng. (H), Mal. (L), Word Processing	DTB (1) 501/05(1) dated 13-10- 2009		06-11-09	TVPM	Selection Grade

33	33/09	5(a) 01-01-2009 to 31-12- 2010	Sathi. A.	31-05-74	SSLC, Typ. Eng. & Mal. (H), Computer Word Processing	CV(2) 88/05(1) dated 20-01- 2010		20-07-10	KNR	Senior Grade
34	34/10	06 01-01-2009 to 31-12- 2010	Biju.P.B.	02-05-77	SSLC, B.Com(Co-op), MOP, A/c Test (H), Typ.Eng. (H). Mal. (L), Diploma in Computer Engg.		EB 1/10756/ 10 dated 17- 06-2010	01-07-10	TVPM	Inter Department Transfer (UDT)
35	35/10	07 01-01-2009 to 31-12- 2010	Nisha. T.	07-01-70	SSLC, B.Com (Cost Accounting),Typ. Eng. (H). Mal. (L) Word Processing		EB 1/10576/ 10 dated 02- 07-2010	17-07-10		Inter Department Transfer (Senior Grade)
36	36/11	7(a) 01-01-2009 to 31-12- 2010	Anitha. K. M.	20-02-72	SSLC, Typ. Eng.(H),Mal. (L), JDC, MOP, A/c (H),Computer Word Processing	KGD(3)/1105 /05 dated 20-05- 2011		08-07-11	KSGD	UDT
37	37/11	01 01-01-2011 to 31-12- 2011	Umanath.C.M.	30-05-74	SSLC, Typ. Eng. (H),Mal. (L), Comp. Word Processing (H)	CVC(2)88/05 dated 02-02- 2011		29-03-11	KNR	Senior Grade
38	38/11	02 01-01-2011 to 31-12- 2011	Sandhya. N.	20-02-76	SSLC, Typ. Eng. & Mal. (L), Comp. Word Processing	KGD (3)/1105/05 (1) dated 16-04- 2011		02-06-11	KSGD	UDT



39	39/11	03 01-01-2011 to 31-12- 2011	Rekha. C. S.	01-11-77	B.Com(Co-op), Typ. Eng. & Mal. (H), Comp. Word Processing, MOP, A/c (H)	IDB(4)/438/ 04(5) dated 20-05- 2011		20-06-11	IDKI	UDT
40	40/11	04 01-01-2011 to 31-12- 2011	Sreeja.K.S	17.04.1975	SSLC, Typ. Eng. (L), Mal. (L), Diploma in Shorthand, Office Automation	IDB(4)/438/ 04(5) dated 20-05- 2011		20.06.2011	IDKI	UDT
41	41/11	05 01-01-2011 to 31-12- 2011	Jiji Mohan. A	08-05-90	SSLC, Plus Two, Typ. Eng. & Mal. (L), MOP, A/C(L)	X	EB 1/6833/1 1 dated 01- 07-2011	06-07-11	01-07-11	UDT (DH)
42	42/11	06 01-01-2011 to 31-12- 2011	Manoj Kumar K	31-05-72	SSC, VHSC, Typ. Eng. & Mal. (L), Comp. Word Processing	X	EB 1/16776/ 11 dated 27- 09-2011	04-10-11	MLPM	Inter Department Transfer. Senior Grade.
43	43/11	07 01-01-2011 to 31-12- 2011	Rajimol. P.D	25-05-79	B.Com (Co-op), Typ. Eng. (H). Mal. (L), Comp. Word Processing (L), DCA, DTP, MOP, A/C(H)	X	EB 1/18127/ 11 dated 12- 10-2011	20-10-11	WYND	Inter Department Transfer. UDT
44	44/12	01 01-01-2012 to 31-12- 2012	Sajila R V	31-05-1975	B.Com(Co-op), M.Com PGDCA, Typ. Eng(H), Mal(L), KGTE Word Processing, A/C(L)	X	EB 1/650/20 12 dated 20- 03-2012	24.03.12		Inter Department Transfer. UDT

45	45/12	02 01-01-2012 to 31-12- 2012	Radhakrishnan C N	28-04-1963	SSLC, 17 yrs Army Ex- Service as LD Clerk (GD)	RI(3) 260/05- 1 dated 20-04- 2012		01.06.12	TSR	Senior Grade
46	46/12	03 01-01-2012 to 31-12- 2012	Lekha. K.	25-05-74	SSLC, Typ. Eng. (L)	QR(I)3513/2 005(3) dated 05-05- 2012		11.06.12	KLM	Senior Grade
47	47/12	04 01-01-2012 to 31-12- 2012	Ashamol. P.R.	02-05-80	M.Sc, B.Ed, Typ. Eng.& Mal. (H), Word Processing (H),MOP,A/C(L)	K II (I) 1807/09(3) dated 22-08- 2012		07-11-12	KTM	UDT
48	48/12	06 01-01-2012 to 31-12- 2012	SmithaDevi. K.C.	28-05-75	BA, Typ. Eng. (H), Mal. (L), Data Entry & Office Automation	K II (I) 1807/09(3) dated 22-08- 2012		06-11-12	KTM	Senior Grade
49	49/12	07 01-01-2012 to 31-12- 2012	Binu. D. Das	30-05-82	B.Sc, Typ. Eng. (H). Mal.(L),, Word Processing	K II (I) 1807/09(3) dated 22-08- 2012		09-11-12	KTM	UDT
50	50/12	08 01-01-2012 to 31-12- 2012	Manjula. K	31-05-81	B.Com, Typ. Eng. (H). Mal. (L), Word Processing, Office management with Financial Accounting, HDC	K II (I) 1807/09(3) dated 22-08- 2012		08-11-12	KTM	UDT
51	51/12	09 01-01-2012 to 31-12- 2012	Jisha. P.	05-11-73	B.Sc, B.Ed, Typ. Eng. (H). Mal.(L), Word Processing (H), MOP, A/c (L&H)	DII (3) 1620/06(3) dated 23-08- 2012		12-10-12	KKD	Senior Grade

52	52/12	10 01-01-2012 to 31-12- 2012	Antony Roxon. T.C	17-05-75	MA, B.Ed, BLISc, Typ. Eng. & Mal (H), Word Processing (L)	EV(2) 1839/2008 dated 25-08- 2012		07-11-12	EKLM	Senior Grade
53	53/12	11 01-01-2012 to 31-12- 2012	Rajan. P	23-05-77	SSLC, Typ. Eng. (H), Mal. (L), Word Processing	CV(2)3230/0 9/(11) dated 07-09- 2012		10-10-12	KNR	Senior Grade
54	54/12	12 01-01-2012 to 31-12- 2012	Jalaja. C.	28-01-78	B.Com(Co-op), Typ. Eng. & Mal.(L), Comp. Word Processing, MOP,A/C(L)	CV(2)3230/0 9/(11) dated 07-09- 2012		12-10-12	KNR	UDT
55	55/12	16 01-01-2012 to 31-12- 2012	Umaibal Beegum. K.M	12-05-70	BA, Typ. Eng.(H), Mal. (L), Comp. Word Processing(H)	PTA II(2)1566/ 09/II dated 07-09- 2012		22-10-12	PTA	Senior Grade
56	56/12	18 01-01-2012 to 31-12- 2012	Varsha. S.	30-05-81	SSLC, Typ. Eng. (H), Mal. (L), Word Processing(L), B.Com, PGDCA	ARII (I) 1708/2008 (14) dated 08-09- 2012		19-10-12	ALPY	LDT
57	57/12	19 01-01-2012 to 31-12- 2012	Suni. A.S.	30-05-76	B.Com(Co-op), M.Com Typ. Eng. & Mal.(H), Comp. Word Processing, MOP, A/C(L)	IDB (4)/1249/09 (27) dated 11-09- 2012		12-10-12	IDKI	LDT

58	58/12	20 01-01-2012 to 31-12- 2012	Bindhu. V.	28-05-79	SSLC,VHSC, ITI, Typ. Eng. & Mal (L), Comp. Word Processing (H)	QR 111(2) 2155/09/(14 ) dated 11-09- 2012		12-10-12	KLM	Senior Grade
59	59/12	21 01-01-2012 to 31-12- 2012	Rasmi. B.S.	21-04-81	BA,Typ. Eng.& Mal(H), Comp. Word Processing (H)	QR 111(2) 2155/09/(14 ) dated 11-09- 2012		15-10-12	KLM	Senior Grade
60	60/12	22 01-01-2012 to 31-12- 2012	Kavitha. K.	31-05-85	B.Com(Co-op), M.Com Typ. Eng.(H), Mal. (L), Comp. Word Processing,MOP,A/C (L)	QR 111(2) 2155/09/ (14) dated 11-09- 2012		15-10-12	KLM	LDT
61	61/12	24 01-01-2012 to 31-12- 2012	Manicken. K.	31-05-66	SSLC, Pre Degree, Typ. Eng.&Mal(L), Comp. Word Processing (L)	P IV (I) 3923/08/8(2 ) dated 13-09- 2012		17-10-12	PLKD	Senior Grade
62	62/12	25 01-01-2012 to 31-12- 2012	Sona Sadan	21-05-85	THSLC,Plus Two, Typ. Eng. (H). Mal.(L), Comp. Word Processing, Dip. In Comp. Engg.	MR II (II) 5342/09 (38) dated 15-09- 2012		29-10-12	MLPM	LDT

63	63/12	26 01-01-2012 to 31-12- 2012	Anitha. S.	25-05-82	B.Com(Co-op), M.Com JDC, Typ. Eng & Mal. (L), Comp. Word Processing(L), Comp.TTC,MOP,A/C(L)	DTB (II) 5342/09 (38) dated 26-12- 2012		18-01-13	TVPM	LDT
64	64/13	01 01-01-2013 to 31-12- 2014	Lathika. G.S.	19-10-81	THSLC, KGTE Typ. Eng. (L)	DTB (3) 2050/06 (2) dated 01-01- 2013		25-01-13	TVPM	Senior Grade(PH)
65	65/13	02 01-01-2013 to 31-12- 2014	Varadarajan. P.R.	18-03-74	SSLC, Typ. Eng.& Mal. (L), Comp. Word Processing	P IV (I) 3923/08 dated 03-01- 2013		08-02-13	PLKD	LDT
66	66/13	03 01-01-2013 to 31-12- 2014	Sandhya. P.U	08-12-78	SSLC, Diploma in Commercial Practice, Comp. Word Processing,MOP	RI 1 125/09/1 dated 10-12- 2013	EB 1/20406/ 13 dated 23.12.13	17-01-14	TSR	LDT
67	67/14	04 01-01-2013 to 31-12- 2014	Maria Gladis	30-08-77	SSLC, Typ. Eng (L) Comp. Word Processing (L)	MR I(1) 1731/09(1) dated 20.02.2014	EB 1/20406/ 13 dated 14.03.14	26-03-14	MLPM	LDT

68	68/14	05 01-01-2013 to 31-12- 2014	Kochumol. M.	29-05-78	SSLC, Diploma in Commercial Practice, Comp. Word Processing (L)	K II (I) 1807/2009-1 dated 04-11- 2014	EB 1/20406/ 13 dated 22.11.14	03-12-14	KTM	LDT
69	69/15	Nil	Soumyamol	20-05-1982	SSLC, Typ. Eng(H). Mal. (L), Comp. Word Processing (L)	DTB(2)5342/ 09 dated:09.11.2 015	EB1/534 8/2012 dated:25. 11.2015	30.11.2015	TVPM	LDT
70	70/16	Nil	Almaja. B	20-05-81	BA, Typ. Eng & Mal. (L), Computer Word Processing	PTA II(2)1566/09 /II dated 07-09- 2012	EB1/791 /2016 dated:11. 02.2016	15.02.16	PTA	Inter District Transfer. LDT
71	71/16	Nil	Shibu. C.	23-05-72	SSLC, Typ. Eng & Mal. (L), Computer Word Processing		EB1/239 78/14 dated:25. 02.2016	25-02-16	TVPM	Promoted from Driver category.
72	72/16	Nil	Sheeja. P.H.	20-05-83	SSLC, Typ. Eng & Mal. (L)		EB1/239 78/14 dated:04. 03.2016	04-03-16	TVPM	Promoted from OA category. LDT
73	73/16	Nil	Bindhu Prasad	17-05-1979	B.Com (Co-op), Typ. Eng. (H). Mal.(L), Comp.Word Processing, COPA			01.07.16		Inter Departmen Transfer. LDT
74	74/16	Nil	Sandhya. P. Tom	13-04-1979	SSLC, Typ. Eng.&Mal. (L), Comp. Word Processing	K II (1) 1807/2009 dated 21.06.2016- 2016	EB1/168 7/2016 dated:07. 07.2016		KTM	LDT

75	75/16	Nil	Sureshkumar. C.T.	07-03-1975	SSLC, Typ. Eng.& Mal(H), Comp. Word Processing	PTA II(1)1566/09 /II dated 22.06.2016	EB1/168 7/2016 dated:07.07.2016	11.07.16	PTA	LDT
76	76/16	Nil	Girija. C.	25-03-1976	SSLC, KGTE Typ. Eng. (L). Mal. (L), Comp. Word Processing	P IV(1) 3923/08-2 dated 01-07-2016	EB1/168 7/2016 dated:30.07.2016	08.08.16	PLKD	LDT
77	77/16	Nil	Saji. A.	25-05-1979	SSLC, KGTE Typ. Eng. & Mal (L), Comp. Word Processing	K II (1) 648/15 (5) dated 10-11-2016	EB1/168 7/2016 dated:02.12.2016	07.12.16	KTM	LDT
78	78/16	Nil	Asha	05.04.1976	SSLC,KGTE Diploma in Short Hand and T/W certificate course in MS office(Shramik Vidya Peeth)	DTB(2)5342/09 dated:13.012.2016	EB1/149 06/16 dated:20.01.2017	25.01.2017	TVPM	LDT

R-2  
17/07/17  
Senior Administrative Officer