

Annexure-4**Details of Qualification**

Sl. No.	Name of the post	Educational Qualification (EQ)	Desirable Qualification (DQ)	Experience
1	Joint Director (A&E)	Graduate degree in any discipline.	MBA/MSW/MBM/LLB/ Personnel managerial level	Officers working in the same grade or in the same field with 5 years regular service in Level-11.
2	Deputy Director (MP&SI)	Graduate degree in Business Management / Commerce or Economics.	MBA/Foreign Trade/ Supply Chain Management/ FMCG/ Retail Management	Officers working in the same grade or in the same field with 5 years regular service in Level-10.
3	Deputy Director (T&T)	B. Tech in Textile / Jute Technology or Equivalent with at least 8 years' post qualification work experience in Textiles / Jute/ Agri. Business/ R&D projects/ Product Development/ Technology upgradation / transfer related work at officer / managerial level	-	Officers working in the same grade or in the same field with 5 years regular service in Level-10.
4	Private Secretary	1) Graduate from a recognized University with at least 6 months diploma in Secretarial practices. 2) At least 5 years work experience as Personal Assistant. 3) English Shorthand speed of 120 wpm & English Typing speed of 30 wpm. 4) Knowledge of basic operation of computer viz. MS word, Excel, Power Point, Internet etc.	-	Officers working in the same grade or in the same field with 5 years regular service in Level-6.