

Date- 08.07.2025

Staff Strength of Group "C" and Group "D" Staff of General Admn. Department as on 08.07.2025

S.No	Category	Sanction Strength	Working Strength	Vacancy
1.	Ch.OS/OS/Clerk			
	Chief Office Supdt.	3	1	2
	OS	8	9	-1
	Sr. Clerk/Jr. Clerk	5	5	0
2.	PS/Steno	6	5	1
3.	Janitor's	3	3	0
4.	CVI's	3	2	1
5.	PR Cell (Ex Cadre Posts)	7	1	6
6.	Tech/DCM's	24	6	18
7.	Cook	6	5	1
8.	Misc	2	2	--
9.	Group D	31	31	0
10.	TADK	5	0	5
	TOTAL	103	70	33

Detail Position of Staff strength is attached herewith.

Chief Office Supdt (G)

Group "C" Staff Position of General Admn. Department as on 08.07.2025 with Detail of Incumbents										
S.No.	Category	Pay Scale& Grade Pay	Sanction Strength	Working Strength	Vacancy	Detail of Incumbents				
						S.No.	Emp. No.	Name	Work Place	Remarks
	MINISTERIAL									
1	Chief Office Supdt.	9300-34800+4600	3	1	2	1	101998	Rajinder Singh	G.A.Section	
2	Office Supdt.	9300-34800+4200	8	9	-1	1	150960	Mukta Xalxo	I/Card Section	
						2	201927	Harvinder Kaur	PR Section	
						3	150980	Bimla Prava Barla	I/Card Section	
						4	150763	Sandeep Kumar	PR Section	
						5	254200	Rajwant Kaur	G.A.Section	
						6	151431	Balwinder Kaur	G.A.Section	
						7	151860	Bhuvneshwari	G.A.Section	
						8	542850	Baljeet Singh	G.A.Section	
						9	258696	Hardeep Singh	PR Cell	
3	Senior Clerk Cum Typist	5200-20200+2800	2	2	0	1	259025	Tenzin Chogyal	G.A.Section	
						2	360998	Mohinderpal Singh	Vig. Section	
4	Junior Clerk Cum Typist	5200-20200+1900	3	3	0	1	312814	Kamaljeet Singh	PR Section	
						2	152896	Shweta Pal	G.A.Section	
						3	470401	Vishesh kr. Chandra	Sports Cell	
		Total=	16	15	0					
	SECRETARIAL									
5	Private Seretary Gr-II	9300-34800+4600	1	1	0	1	011293	Ved Madan	GM Secretriat	
6	Stenographer Gr-I	9300-34800+4200	3	4	-1	1	460518	Vipan Kumar	Vig. Section	
						2	051182	Prabhakar Kumar	PR cell/CPRO	
						3	151925	Anant Kumar	Secy to GM	
						4	543640	Umesh Pandit	Confidential Cell	
7	Stenographer Gr-III	5200-20200+2400	2	0	2					
		Total=	6	5	1					
	JANITOR's & TI									
8	Chief Janitor (OS)	9300-34800+4600	1	1	0	1	151130	Ashok Kumar	CJ Section	
9	Senior Janitor	9300-34800+4200	1	1	0	1	542455	Khushdeep Singh	CJ Section	
10	Junior Janitor	5200-20200+2800	1	1	0	1	542582	Amit Kumar	CJ Section	
		Total=	3	3	0					
	VIGILANCE									
13	Chief Vigilance Inspector	9300-34800+4600	3	2	1	1	255363	Gagandeep Singh	Vig. Section	
						2	361242	Yogendra Kumar Das	Vig. Section	
		Total=	3	2	1					
	PUBLIC RELATIONS									
14	Chief Publicity Inspector	9300-34800+4600	1	1	0	1	495818	Om Parkash	PR Section	

(June '2025)

Group "C" Staff Position of General Admn. Department as on 08.07.2025 with Detail of Incumbents										
S.No.	Category	Pay Scale& Grade Pay	Sanction Strength	Working Strength	Vacancy	Detail of Incumbents				
						S.No.	Emp. No.	Name	Work Place	Remarks
15	Senior Publicity Inspector	9300-34800+4200	1		1					
18	Photo/Videographer	9300-34800+4200	1	0	1					
16	Protocol Inspector	5200-20200+2800	1	0	1					
17	Receptionist	5200-20200+2400	2	0	2					
19	Asstt./Videographer	5200-20200+1900	1	0	1					
		Total=	7	1	6					
	TECH./DCM									
20	Senior Technician (DCM)	9300-34800+4200	8	1	7	1	527830	Davinder Singh	CJ Section	
21	Technician -I (DCM)	5200-20200+2800	14		14					
22	Technician -II (DCM)	5200-20200+2400	2	4	-2	1	542440	Rakesh Kumar	CJ Section	
						2	205063	Puneet Katal	CJ Section	
						3	543176	Rajnesh	CJ Section	
						4	312922	Munsi Lal Meena	CJ Section	
23	Technician -III(DCM)	5200-20200+1900	0	1	-1		551149	Shivam Sahu	CJ Section	
		Total=	24	6	18					
	COOKS									
24	Master Cook	9300-34800+4200	1	2	-1	1	150246	Dhan Bahadur Chhetri	ORH/HSQ	
						2	150142	Inderjit Prasad	ORH/HSQ	
25	Sr. Cook	5200-20200+2400	3	2	1	1	302564	Krishan Bahadur	ORH/HSQ	
						2	356550	Kuldeep Singh	H.H./P/TOP	
26	Cook-I	5200-20200+2000	2	1	1		152468	Sandeep Nebulal Singh	ORH/HSQ	
27	Cook-II	5200-20200+1900	0	0	0					
		Total=	6	5	1					
	Others									
30	Instructor Civil Defence	9300-34800+4600	1	0	1					
29	TA	9300-34800+4600	0	1	-1	1	466478	Sanjeev Kumar	Secy to GM	
31	Watcher S. Khalasi	5200-20200+2400	0	0	0					
28	Technician -II/MO	5200-20200+1900	1	1	0	1	012563	Gabbar Singh	G.A.Section	
		Total=	2	2	0					
		Grand Total =	67	39	28					

Group "D" Staff Position of General Admn. Department as on 08.07.2025 with Detail of Incumbents

(June'2025)

S.No.	Category	Pay Scale	Sanction Strength	Working Strength	Vacancy	Detail of Incumbents				
						S.No.	Emp. No.	Name	Work Place	Remarks
1	General Assistant	5200-20200+1800	8	12	-4	1	152788	Rajpal	Sectt.	
						2	152754	Vivek Kumar	CJ Section	
						3	152773	Mandeep	CJ Section	
						4	468760	Manoj Singh	GM Bunglow	
						5	152792	Sukhwinder Singh	Vig.Section	
						6	152805	Prakash Murmu	Sectt.	
						7	152824	Raghu Raj Pal	P/Top	
						8	152810	Manish Kumar	P/Top	
						9	549346	Shrikant Dixit	RCF/TKJ	
						10	152627	Neeraj Kumar	RCF/TKJ	
						11	549257	Suraj Rathore	RCF/TKJ	
						12	152612	Manish Kumar	RCF/TKJ	
2	Office Assitant	5200-20200+1800	23	19	4	1	152716	Amit Kumar Chouhan	Sectt.	
						2	152735	Sanjeev Kumar	Sectt.	
						3	259650	Arun Kumar Paswan	CJ Section	
						4	152701	Anugrah Narayan	CJ Section	
						5	551120	Narendra Lal	CJ Section	
						6	204982	Lashman	CJ Section	
						7	546475	Ajay Kumar	CJ Section	
						8	550790	Rajababu Meena	CJ Section	
						9	152877	Sukhmanpreet Singh	CJ Section	
						10	152720	Rajveer Singh	I-Card Section	
						11	468172	Nandan Ram	CJ Section	
						12	548432	Mandhata Chauhan	CJ Section	
						13	104943	Arjun Singh	PR. Section	
						14	104905	Vishrant Kumar	Vig.Section	
						15	547001	Gyandev Kumar	CJ Section	
						16	104840	Aditya Kumar	Sport Cell	
						17	104939	Yash M Ramtake	Sport Cell	
						18	152862	Palwinder Singh	Sport Cell	
						19	27126	Sunny	Sport Cell	
3	TADK/Bunglow Khalasi	5200-20200+1800	5	0	5					
		Grand Total =	36	31	5					