

**RAJASTHAN STATE INDUSTRIAL DEVELOPMENT  
AND INVESTMENT CORPORATION LIMITED:  
UDYOG BHAWAN, TILAK MARG, JAIPUR - 302 005**

No. A.1 (8)384/30/2010-II / 492  
Dated: 12-3-2015

**OFFICE ORDER**

The Working Committee of the Board of Directors in its meeting held on 21.1.2015 vide item No. 8 has accorded approval for amendment in schedules appended to RIICO (Recruitment & Selection) Rules, 1974 in the following cadre, as per enclosed Annexures:

| S. No. | Cadre                               | Annexure       |
|--------|-------------------------------------|----------------|
| 1.     | Assistant Regional Manager (Civil)  | Annexure 'C'   |
| 2.     | Assistant Accounts Officer Grade-II | Annexure 'F 1' |
| 3.     | Deputy Manager (Finance/Investment) | Annexure 'F 3' |
| 4.     | Junior Assistant                    | Annexure 'H 1' |
| 5.     | Manager (HRD/GAD/Infra)             | Annexure 'H-2' |
| 6.     | Senior Draughtsman                  | Annexure 'P 2' |
| 7.     | Planning Assistant                  | Annexure 'P 3' |

  
(Gaurav Bajad)  
Advisor (A&M)



# Annexure – 'F 1'

## SCHEDULE OF ASSISTANT ACCOUNTS OFFICER GRADE-II

| Name of the Post and Pay Scale                                                             | Mode of Recruitment |                                                        | Qualification & Experience                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                |
|--------------------------------------------------------------------------------------------|---------------------|--------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                            | Direct              | Selection                                              | If filled by direct                                                                                                                                                                                                                                                                                                                   | If filled by selection                                                                                                                                                                                                                                                                                                                                                                         |
| Assistant Accounts Officer Grade-II<br><br>Running Pay (PB-2)<br>9300-34800 +<br>G.P. 4200 | 75%                 | 25%<br>(50% from Category 'A' & 50% from Category 'B') | B.Com with 60% or above with Certificate Course in Information Technology (RSCIT) Conducted by Vardhaman Mahaveer Open University, Kota under control of Rajasthan Knowledge Corporation Limited. Extra weightage for additional qualification shall be as per below:<br><br>CA/CMA – 20%<br>CA (Inter)/CMA(Inter)/M.Com (ABST) – 10% | Category 'A'<br>Chartered Accountant/CMA with 2 years satisfactory service in the Corporation.<br><br>OR<br>Category 'B'<br>Graduate in Commerce who has put in 3 years of satisfactory service as Senior Assistant subject to qualifying the test.<br><br>Note: In event of non-availability of eligible candidate of Category 'A', the post may be filled up by Category 'B' and vice-versa. |

Approved by the Working Committee in its meeting held on 21.1.2015 vide item No. 8

Advisor (A&M)



Annexure – 'P 3'

SCHEDULE OF PLANNING ASSISTANT

| Name of the Post<br>and Pay Scale                                         | Mode of Recruitment |           | Qualification & Experience |                                                                              |
|---------------------------------------------------------------------------|---------------------|-----------|----------------------------|------------------------------------------------------------------------------|
|                                                                           | Direct              | Selection | If filled by direct        | If filled by selection                                                       |
| Planning Assistant<br><br>Running Pay (PB-2)<br>9300-34800 +<br>G.P. 4200 | -                   | 100%      | -                          | Five years' experience on the post of Senior Draughtsman in the Corporation. |

Approved by the Working Committee in its meeting held on 21.1.2015 vide item No. 8

Advisor (A&M)

**SCHEDULE OF SENIOR DRAUGHTSMAN**

| Name of the Post and Pay Scale                                        | Mode of Recruitment |           | Qualification & Experience |                                                  |
|-----------------------------------------------------------------------|---------------------|-----------|----------------------------|--------------------------------------------------|
|                                                                       | Direct              | Selection | If filled by direct        | If filled by selection                           |
| Senior Draughtsman<br>Running Pay (PB-2)<br>9300-34800 +<br>G.P. 3600 | -                   | 100%      | -                          | Draughtsman-cum-Tracer with 4 years' experience. |

Approved by the Working Committee in its meeting held on 21.1.2015 vide item No. 8

*(Signature)*

Advisor (A&M)

**SCHEDULE OF MANAGER (HRD/GAD/INFRA)**

| Name of the Post and Pay Scale                                                    | Mode of Recruitment |                                                         | Qualification & Experience |                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-----------------------------------------------------------------------------------|---------------------|---------------------------------------------------------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                   | Direct              | Selection                                               | If filled by direct        | If filled by selection                                                                                                                                                                                                                                                                                                                                                                                                 |
| Manager (HRD/GAD/Infra)<br><br>Running Pay (PB-3)<br>15600 - 39100 +<br>G.P. 6600 | -                   | (75% by Seniority-cum-Merit & 25% by Merit)<br><br>100% |                            | Master's degree/LL.B. with diploma in Labour Laws, Labour Welfare and Personnel Management/MBA(H.R.) having 5 years' experience in the Corporation as Deputy Manager (HRD/GAD/Infra).<br><br>Or<br>Master's degree/LL.B. with diploma in Labour Laws, Labour Welfare and Personnel Management/MBA (HR) having 7 years' experience in combination on the post of Section Officer and/or Deputy Manager (HRD/GAD/Infra). |

Approved by the Working Committee in its meeting held on 21.1.2015 vide item No. 8

  
Advisor (A&M)

## SCHEDULE OF JUNIOR ASSISTANT

| Name of the Post and Pay Scale                                          | Mode of Recruitment |           | Qualification & Experience                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-------------------------------------------------------------------------|---------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                         | Direct              | Selection | If filled by direct                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | If filled by selection                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Junior Assistant<br><br>Running Pay (PB-1)<br>5200-20200 +<br>G.P. 2400 | 85%                 | 15%       | <p>A. Senior Secondary from a recognized Board or its equivalent examination.</p> <p>AND</p> <p>B. "O" or Higher Level Certificate Course conducted by DOEACC under control of the Department of Electronics, Government of India.</p> <p>OR</p> <p>Computer Operator &amp; Programming Assistant (COPA)/Data Preparation and Computer Software (DPCS) certificate organized under National/State Council of Vocational Training Scheme.</p> <p>OR</p> <p>Diploma in Computer science/Computer applications from a University established by Law in India or from an institution recognized by the Government.</p> <p>OR</p> <p>Diploma in Computer Science &amp; Engineering from a polytechnic institution recognized by the Government.</p> | <p>A. Senior Secondary from a recognized Board or its equivalent examination with 5 years' experience in the Corporation.</p> <p>AND</p> <p>B. "O" or Higher Level Certificate Course conducted by DOEACC under control of the Department of Electronics, Government of India.</p> <p>OR</p> <p>Computer Operator &amp; Programming Assistant (COPA)/Data Preparation and Computer Software (DPCS) certificate organized under National/State Council of Vocational Training Scheme.</p> <p>OR</p> <p>Diploma in Computer science/Computer applications from a University established by Law in India or from an institution recognized by the Government.</p> <p>OR</p> <p>Diploma in Computer Science &amp; Engineering from a polytechnic institution recognized by the Government.</p> |

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|--|--|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  |  |  | <p>Certificate Course in Information Technology (RSCIT) Conducted by Vardhaman Mahaveer Open University, Kota under control of Rajasthan Knowledge Corporation Limited.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <p>Certificate Course in Information Technology (RSCIT) Conducted by Vardhaman Mahaveer Open University, Kota under control of Rajasthan Knowledge Corporation Limited.</p> |
|  |  |  | <p><b>Scheme of examination:</b></p> <ol style="list-style-type: none"> <li>1. The competitive examination will be held in two Phases – Phases-I (i) General knowledge, everyday Science and Mathematics (ii) General Hindi and English.</li> <li>2. Phase II (I) For candidates other than person with disabilities: (I) Type-writing in Hindi on Computer (a) Speed Test (b) Efficiency Test (2) Type-writing in English on Computer (a) Speed Test (b) Efficiency Test (II) Person with disabilities will be given the average marks obtained by them in Phase-I</li> </ol> <p><b>Note:</b> Candidates securing minimum 40% marks in each section in Phase-I, shall only be admitted to Phase-II.</p> |                                                                                                                                                                             |

Approved by the Working Committee in its meeting held on 21.1.2015 vide item No. 8

  
Advisor (A&M)



# Annexure – 'F 3'

## SCHEDULE OF DEPUTY MANAGER (FINANCE/INVESTMENT)

| Name of the Post and Pay Scale                                                    | Mode of Recruitment |                                                                                                                   | Qualification & Experience |                                                                                                                                                                                                                                                |
|-----------------------------------------------------------------------------------|---------------------|-------------------------------------------------------------------------------------------------------------------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                   | Direct              | Selection                                                                                                         | If filled by direct        | If filled by selection                                                                                                                                                                                                                         |
| Dy. Manager (Fin./Invst.)<br><br>Running Pay (PB-2)<br>15600-39100 +<br>G.P. 5400 | .                   | 100%<br><br>(25% by Seniority-cum-merit & 75% by Merit<br>(i) 50% from Category 'A'<br>(ii) 50% from Category 'B' | .                          | Category 'A'<br>Final or intermediate of CA/CMA or MBA (Fin.) and must have 2 years' experience in the Corporation as Assistant Accounts Officer Grade-I.<br><br>Category 'B'<br>Five years' experience as Assistant Accounts Officer Grade-I. |

Approved by the Working Committee in its meeting held on 21.1.2015 vide item No. 8

Advisor (A&M)



Annexure – 'C'

SCHEDULE OF ASSISTANT REGIONAL MANAGER (CIVIL)

| Name of the Post and Pay Scale                                                               | Mode of Recruitment |           | Qualification & Experience                                       |                                                                            |
|----------------------------------------------------------------------------------------------|---------------------|-----------|------------------------------------------------------------------|----------------------------------------------------------------------------|
|                                                                                              | Direct              | Selection | If filled by direct                                              | If filled by selection                                                     |
| Assistant Regional Manager (Civil)<br><br>Running Pay (PB-3)<br>15600 - 39100 +<br>G.P. 5400 | 50%                 | 50%       | Must hold a Degree in Civil Engineering having valid GATE score. | 5 years' experience as Assistant Site Engineer (Civil) in the Corporation. |

Approved by the Working Committee in its meeting held on 21.1.2015 vide item No. 8

  
Advisor (A&M)