

DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS

DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS							
Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
1	Auditor	Kerala State Audit Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Examine and audit account, books and records and financial statement of Government offices.	Should have functional communication skills. Adequate mobility and hand activities.	Locomotor Disability/ Cerebral Palsy; Hearing Impairment
2	Confidential Assistant Grade II	Kerala State Audit Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside.The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor Disability/ Cerebral Palsy; Hearing Impairment; Low vision
3	Office Attendant Grade II /Night Watchman	Kerala State Audit Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Low vision/ Blindness, hearing impairment
4	Binder Grade II	Kerala State Audit Department	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately.	Locomotor disability/Cerebral Palsy, Hearing impairment

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5	Roneo Operator	Kerala State Audit Department	MF, SE, RW, PP	a) LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum one functional arm d) ASD (M, MoD), ID, SLD, MI (40% -70%) e) MD involving above combinations	Duplicating documents in machine.	The work mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, LowVision
6	Lift Operator	Administrative Secretariat	S/ST, MF, H, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Operates electric lift for carrying pasengers and goods from one floor to another. Operates the gate; ensures that lift is not overloaded. Mandatory safety measures to be followed. Involves risk.	The work is performed mostly inside and alone.	Locomotor disability/Cerebral Palsy, hearing impairment
7	Binder Grade II	Adminstrative Secretariat	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately.	Locomotor diability/Cerebral Palsy, Hearing impairment
8	Confidential Assistant Grade II	Administrative Secretariat	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside. The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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9	Assistant	Administrative Secretariat	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records, as needed.	The work is mostly performed inside. The worker usually works alone. Mobility and hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
10	Office Attendant Grade II	Administrative Secretariat	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Low vision/ Blindness, hearing impairment
11	Office Attendant Grade II	Governer's Secretariat	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
12	Assistant	Governer's Secretariat	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records, as needed.	The work is mostly performed inside. The worker usually works alone. Mobility and hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
13	Telephone Operator	Governer's Secretariat	S/ST, RW, H, C, MF	a) B, LV b) LD including CP, LC, Dw, AAV, MDy. c) ASD (M), ID (M), SLD, MI (40%); d) MD involving above combinations.	Handling telephone and answering. Communicating skills for receiving information and conveying information required. Probing. Memorising etc may be required. Communicating the contents/gist to appropriate officials	The work is mostly performed inside.	Locomotor disability/Cerebral Palsy, Low Vision

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14	Confidential Assistant Grade II	Governor's Secretariat	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
15	Binder	Governor's Secretariat	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
16	Gardener	Governer's Household	S, ST, W, BN, KC, MF, SE	a) LV b) D, HH c) LD including CP,LC Dw, AAV with minimum one functional arm and leg each d) ASD (M), ID, SLD, MI (40% - 70%) e) MD involving above combinations	Planting and maintaining plants and trees, greenscapes, (watering and feeding plants, trimming trees and shrubs), fertilizing and mowing lawns, weeding gardens and keeping green spaces and walkways clear of debris and litter.	Work is performed outside in hot and humid condition. No hazards are involved. Mobility and hand activities of the person should be adequate.	Low vision
17	Female Attendent	Governer's Household	S, ST, W, BN, L, PP, RW, SE, H, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, with minimum functional both arms and both legs d) ASD (M), SLD, MI (40%-70%) e) MD involving above combinations.	Performs various miscellaneous low-skilled tasks including cleaning, preparing beds, running errands etc.,	The work is performed inside as well as outside. The job may require standing and sitting for long periods. Incumbent should be functionally able to complete the assigned task efficiently	Low vision

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18	Carpenter	Governer's Household	S, ST, W, BN, RW, PP, L, SE, H, C, MF	a) LV b) D, HH c) LD including LC, Dw, AAV with minimum functional both arms and minimum functional one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Makes, assembles, alters and repairs wooden structures and articles according to sample or drawing using hand or power tools or both. Studies drawing on sample to understand type of structure or article to be made and calculates quantity of timber required.	The work is mainly performed outside .	Locomotor disability/Cerebral Palsy, Hearing impairment
19	Office Attendant Grade II	Governer's Household	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activitiesshould be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
20	Office Attendant Grade II	Finance Secretariat	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
21	Assistant	Finance Secretariat	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records, as needed.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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22	Roneo Operator	Finance Secretariat	MF, SE, RW, PP	a) LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum one functional arm d) ASD (M, MoD), ID, SLD, MI (40% -70%) e) MD involving above combinations	Duplicating documents in machine.	The work mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, LowVision
23	Binder Grade II	Finance Secretariat	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
24	Office Attendant Grade II	Law Secretariat	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
25	Legal Assistant	Law Secretariat	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, LowVision, Hearing impairment

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26	Office Attendant Grade II	Legislative Secretariat	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
27	Lift Operator	Legislative Secretariat	S/ST, MF, H, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Operates electric lift for carrying passengers and goods from one floor to another. Operates the gate; ensures that lift is not overloaded. Mandatory safety measures to be followed. Involves risk.	The work is performed mostly inside and alone.	Locomotor disability/Cerebral Palsy, LowVision
28	Binder Grade II	Legislative Secretariat	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
29	Assistant	Legislative Secretariat	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
30	Gardener	Legislative Secretariat	S, ST, W, BN, KC, MF, SE	a) LV b) D, HH c) LD including CP, LC Dw, AAV with minimum one functional arm and leg each d) ASD (M), ID, SLD, MI (40% - 70%) e) MD involving above combinations	Planting and maintaining plants and trees, greenescapes, (watering and feeding plants, trimming trees and shrubs), fertilizing and mowing lawns, weeding gardens and keeping green spaces and walkways clear of debris and litter.	Work is performed outside in hot and humid condition. No hazards are involved. Mobility and hand activities of the person should be adequate.	Low vision

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31	Lady Attendent	Legislative Secretariat	S, ST, W, BN, L, PP, RW, SE, H, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, with minimum functional both arms and both legs d) ASD (M), SLD, MI (40%-70%) e) MD involving above combinations.	Performs various miscellaneous low-skilled tasks including cleaning, sweeping, wiping, running errands etc.,	The work is performed inside as well as outside. The job may require standing and sitting for long periods. Incumbent should be functionally able to complete the assigned task efficiently	Low vision
32	Telephone Operator	Legislative Secretariat	S/ST, RW, H, C, MF	a) B, LV b) LD including CP, LC, Dw, AAV, MDy. c) ASD (M), ID (M), SLD, MI (40%); d) MD involving above combinations.	Handling telephone and answering. Communicating skills for receiving information and conveying information required. Probing. Memorising etc may be required. Communicating the contents/gist to appropriate officials	The work is mostly performed inside.	Locomotor disability/ Cerebral Palsy, Low vision
33	Confidential Assistant Grade II	Legislative Secretariat	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
34	Librarian	Legislative Secretariat	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), ID (M), SLD, MI (40%); e) MD involving above combinations.	Categorising of books, Indexing, maintaining Registers. Issue and Stock verification. Communication etc. Managing collection development and acquisitions, cataloging, collections management, circulation, and providing a range of services, such as reference, information, instruction, and training services	Work inside, does not involve hazards.	Locomotor disability/Cerebral Palsy, Hearing

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35	Roneo Operator	Legislative Secretariat	MF, SE, RW, PP	a) LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum one functional arm d) ASD (M, MoD), ID, SLD, MI (40% -70%) e) MD involving above combinations	Duplicating documents in machine.	The work mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, LowVision
36	Agricultural Officer	Agriculture Department	S, ST, W, BN, L, MF, SE, C, KC	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV, MDy; with minimum functional one arm and one leg each. d) ASD (M); ID (M), SLD, MI (40%) e) MD involving above combinations.	They work to ensure high quality in crops grown by farmers. Agricultural officers are also responsible for ensuring that all agricultural operations and commodities comply with state. They advise farmers and take lead in Local Self Government Institutions for bring in and implement new schemes. One crucial function is the protection of paddy land and Wetland and the increase in cultivation in fallow lands. Agriculture officers may help audit, investigate, analyse and test agricultural goods	The work is mainly performed outside. Mobility of the person should not be restricted.	Locomotor disability/Cerebral Palsy, Hearing Impairment, LowVision
37	Agricultural Assistant Gr II	Agriculture Department	S, ST, W, BN, L, MF, SE, C, KC	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV, MDy; with minimum functional both arms and one leg. d) ASD (M); ID (M), SLD, MI (40%) e) MD involving above combinations.	To assist the executive during field work, perform field activities manually	The work is performed both inside and outside. Field work involves dusty, humid and hot conditions and physical exertion.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low vision
38	Artist	Agriculture Department	S, ST, W, BN, SE, RW, C	a) D, HH b) LD including CP, LC, AAV, MDy; With minimum one functional arm and functional leg each c) ASD (M), ID, SLD, MI (40%) d) MD involving above combinations	An artist creates art such as paintings, sculptures, drawings, printed works, installations, and other forms..	The work is performed mostly inside and outside.	Locomotor disability/Cerebral Palsy, Hearing impairment

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39	Photographer	Agriculture Department	S, ST, W, BN, SE, RW, C	a) D, HH b) LD including CP, LC, AAV, MDy; With minimum one functional arm and one functional leg each c) ASD (M), ID, SLD, MI (40%) d) MD involving above combinations	Operating camera, taking photos of various events, making albums and keeping records.	The work is performed mostly outside.	Locomotor disability/Cerebral Palsy, Hearing impairment
40	Carpenter Gr II	Agricultural Department	S, ST, W, BN, RW, PP, L, SE, H, C, MF	a) LV b) D, HH c) LD including , LC, Dw, AAV with minimum functional arms (two) and minimum one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Makes, assembles, alters and repairs wooden structures and articles according to sample or drawing using hand or power tools or both. Studies drawing on sample to understand type of structure or article to be made and calculates quantity of timber required.	The work is mainly performed outside .	Locomotor disability/Cerebral Palsy, Hearing impairment
41	Scientific Assistant Grade II	Agriculture Department	S, ST, W, BN, L, MF, SE, C, KC	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV, MDy; with minimum functional one arm and one leg each. d) ASD (M); ID (M), SLD, MI (40%) e) MD involving above combinations.	Maintains official records, assists reporting officer. The duty of a scientific assistant is to provide support to the scientist in research and educational matters. He has to assist the scientist in carrying out various researches. He is also responsible for performing several administrative tasks.	The work is performed mostly inside Occasional field work is Involved. Work place inside is comfortable but in field it is hot, humid and dusty. He usually works alone.	Locomotor disability/ Cerebral Palsy, Hearing impairment
42	Assistant Offset Operator	Agriculture Department	S, ST, W, MF, SE	a) D, HH (40% - 50%) b) LD including CP, LC, Dw, AAV ;with minimum functional one arm and one leg each c) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) d) MD involving above combinations	Offset Machine Operation. The Offset Operator is responsible for the set-up, operation, and maintenance of the sheet-fed press, as well as managing the manufacturing processes associated with equipment, with an emphasis on productivity, quality & safety.	Work is performed mostly inside in a noisy environment. Mobility should not be restricted.	Locomotor disability/Cerebral Palsy, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
43	Film Librarian	Agriculture Department	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), ID (M), SLD, MI (40%); e) MD involving above combinations.	Librarian Films organises and maintains collection of processed motion pictures for future use or reference. Receives films positive and negative as well as master positive, reference prints, library prints, etc. Prepares complete catalogue index and stores them with proper referencing. Selects and issues films as per requisitions received from department/s such as editing, sound, direction, etc.	The work is performed inside as well as outside. Requires fine eye, hands coordination while performing task. Mobility and hand activities should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
44	Field Supervisor	Agriculture Department	S, ST, W, BN, L, MF, SE, C, KC	a) LV b) HH c) LD including CP, LC, Dw, AAV, MDy; with minimum functional one arm and one leg each. d) ASD (M); ID (M), SLD, MI (40%) e) MD involving above combinations.	To assist the executive during field work, guide the field worker in organizing various field activities	The work is performed both inside and outside. Field work involves dusty, humid and hot conditions.	Locomotor disability/ Cerebral Palsy, Hearing impairment, Low Vision
45	Lab Keeper	Agriculture Department	S, ST, W, MF, SE, H, C, RW	a) LV b) D, HH c) LD including CP, LC, Dw, AAV; with minimum functional one arm and one leg each d) ASD (M, MoD), SLD, MI (40%) e) MD involving above combinations	Taking care of the lab. Maintaining the cleanliness of the lab and equipment. Preparing the lab equipment and apparatus for tests and experiments.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
46	Draftsman Gr II/ Overseer Grade II	Agriculture Department	S, ST, W, BN, L, MF, SE, C, KC, RW	a) LV (40- 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy; with minimum functional one arm and one leg each. d) ASD (M); ID (M), SLD, MI (40%) e) MD involving above combinations.	Plan, scrutinise, coordinate and control activities/ instruct and supervise look after general administration/ and solve day-to-day problems of the workers, communication and field work/ guiding	The work is performed inside as well as outside. Mobility of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment (Low Vision for Overseer only)

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47	Machinist	Agriculture Department	S, ST, W, BN, RW, PP, SE, H, C, MF	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum functional arms (two) and one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Operates various types of power driven metal cutting or grinding machines for cutting and grinding metal. Measures and selects metal piece and marks it or gets it marked for machining operations required.	The work is mainly performed inside . The environment can be hot noisy and vibratory. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
48	Workshop Attender	Agriculture Department	S, ST, W, BN, RW, PP, SE, H, C, MF	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum functional arms (two) and one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Maintains cleanliness of instruments and surroundings of the workshop. Helps other staff in the installation and movements of the instruments.	The work is performed mostly inside. Mobility and bilateral hand activities should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low vision
49	Black smith	Agriculture Department	S, ST, W, BN, RW, PP, SE, H, C, MF	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum functional arms (two) and one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Fits assembles and repairs metal equipment with finished parts by accurately sizing components, setting levers riveting etc. studies design, sketch or model of locks etc to be made. Collects various finished components or parts and checks for accuracy of fit by supplementary tooling to remove defects.	The work is mainly performed inside. The environment can be hot noisy and vibratory. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Low vision
50	Clerk	Agriculture Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records, as needed.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
51	LD Typist	Agriculture Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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52	Confidential Assistant Grade II	Agriculture Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
53	Clerk cum Typist	Agriculture Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
54	Office Attendant Grade II	Agriculture Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
55	Veterinary Surgeon/ Toxicologist/ Scientific Assistant/ Reasearch Assistant, IAH & VB	Animal Husbandry Department	W, BN, MF, RW, S, ST, L, SE, H, C, KC	a) LD including CP, LC, Dw, AAV; with minimum functional arms (two) and legs (two) b) SLD (As per Medical Council Guidelines*) c) MD involving above combinations.	To examine, diagnose and treat ailments of animals. To perform surgical procedures on animals/ evalate, identify toxins and chemicals etc/; assess potentia risks etc/ assist in reseach activities	Work is performed inside and outside. Bilateral hand activities should be adequate.	Locomotor disability/Cerebral Palsy

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56	Laboratory Technician Gr II / Laboratory Assistant Gr II	Animal Husbandry Department	S, ST, W, MF, SE, H, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), SLD, MI (40%) e) MD involving above combinations	Maintenance of Laboratories, equipment, accessories and rendering assistance in laboratory work in connection with research analytical work. Any other duties as may be assigned from time to time by Officers authorized in this behalf.	The work is mostly performed inside in well lit rooms. The worker usually does his work alone.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
57	Chick Sexer	Animal Husbandry Department	S, ST, W, BN, MF, SE, L, KC	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M-MoD), ID (M), SLD, MI (40%) e) MD involving above combinations.	Determining the gender of one day old chicks for production	Work is performed inside. No hazards are involved. Mobility of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment
58	Despatch Rider	Animal Husbandry Department	S,ST,W,L,KC, PP, MF, RW, SE,H	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, with minimum functional one arm and one leg each d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Distribution of inward tapal to the concerned officials. Distribution of local outgoing tapal/correspondence, and collection from other offices, as the case may be.	The work is performed mostly outside.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
59	Poultry Attendant/ Servant	Animal Husbandry Department	S, ST, W, BN, MF, SE, C	a) B, LV b) D, HH c) LD including LC, Dw, AAV, MDy with minimum one functional arm and leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Attends to poultry stock to raise hens, chickens, turkeys and other poultry for egg production and sale as meat. Feeds poultry, cleans cages, nests and brooder houses. Sprays poultry houses with disinfectants and observes poultry for indications of diseases.	Mobility should not be restricted.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

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60	Carpenter cum Packer	Animal Husbandry Department	S, ST, W, BN, RW, PP, L, SE, H, C, MF	a) LV (40% - 60%) b) D, HH c) LD including , LC, Dw, AAV with minimum functional arms (two) and minimum one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Makes, assembles, alters and repairs wooden structures and articles according to sample or drawing using hand or power tools or both. Makes structures for storage etc	The work is mainly performed outside .	Locomotor disability/Cerebral Palsy, Hearing impairment
61	Clerk	Animal Husbandry Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, reading, comprehending, computing, typing, accounting logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
62	LD Typist	Animal Husbandry Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC; Dw; AAV; MDy with minimum functional both arms . d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
63	Office Attendant Grade II	Animal Husbandry Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

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64	Clerk Typist	Animal Husbandry Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
65	Assistant Engineer	Archaeology Department	S, ST, W, BN, MF, RW, SE, C	a) LV (40% - 50%) b) HH c) LD including LC, Dw, AAV, MDy; with minimum functional one arm and one leg each d) SLD e) MD involving above combinations	They plan, organize and supervise construction and repairs of heritage buildings, the maintenance of the monuments and structural conservation. Inspect and examine structure, completion of work to ensure its conformity with prescribed specifications.	Work is performed both inside and outside.	Locomotor disability/Cerebral Palsy, Low Vision, Hearing impairment
66	Cook	Archaeology Department	S/ST, MF, SE, C	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum one functional arm. d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%); e) MD involving above combinations.	Plans, prepares, and cooks food items to ensure the highest quality service and experience for customers. Cooks soups, meats, vegetables, desserts and other foodstuffs for consumption in hotels, restaurants and other establishments.	The work is performed mostly inside. Occasional field work is involved. He/ She usually works alone.	Locomotor disability/ Cerebral Palsy, Hearing impairment, Low Vision
67	Photographer	Archaeology Department	ST,W,BN,SE, RW,C	a) D, HH b) LD including Dw, AAV, MDy with minimum functional arms (two) and functional legs (two) c) ASD (M),ID (M) SLD; MI (40% - 70%) d) MD involving above combinations.	Operating camera, taking photos of various events, making albums and keep records.	The work is performed mostly outside.	Locomotor disability/Cerebral Palsy, Hearing impairment
68	Documentation Assistant	Archaeology Department	S, ST, W, RW, C, L, PP, BN, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional arms (two) and one leg d) ASD (M), ID (M), SLD, MI (40%); e) MD involving above combinations.	To keep document safe and secure with proper referencing and assisting the Documentation officer.	Work is performed indoor mostly and PC Based, bilateral hand activities and mobility should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment

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69	Designer	Archaeology Department	S/ST, MF, SE, C, RW	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional arms (two) d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Preparing or modifying designs for construction projects, or arranging for, or instructing, others to do this. Designs include drawings, design details, specifications, bills of quantity and design calculations.	Should have minimum functional communication skills.	Locomotor disability/Cerebral Palsy, Hearing impairment
70	Museum Guide	Archaeology Department	S/ST, SE, H, C	a) LV b) HH c) LD including CP, LC, Dw, AAV d) ASD (M, MoD), ID (M), SLD, MI (40%) e) MD involving above combinations	Guides tourists and visitors to places of interest, museums and explains historical background and importance of site/ specimens. Answers questions of tourists on various related aspects.	The work is performed inside or outside. The worker either works alone or in groups. Should have good communication skills.	Locomotor disability/Cerebral Palsy, Low Vision
71	Ticket Attender	Archaeology Department	S/ST, MF, RW, SE, C	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm d) ASD (M), ID (M), SLD, MI (40%) e) MD involving above combinations.	Issuing ticket, collecting money, tickets for entry. Examining tickets.	The work is performed inside or outside. Should have knowledge of computer. Hand function should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment
72	Specimen Collector	Archaeology Department	S, ST, W, BN, MF, RW, SE, KC, C, PP, L	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional arms (two) and minimum one functional leg d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Collection of specimens & maintenance of zoological exhibits of gallery.	Good eye hand coordination is needed.	Locomotor disability/Cerebral Palsy, Hearing impairment
73	Technical Helper	Archaeology Department	S, ST, W, BN, MF, RW, SE, KC, C, PP, L	a) D, HH b) LD including CP, LC, Dw, AAV with minimum functional arms (two) and minimum one functional leg c) ASD (M), SLD, MI (40%) d) MD involving above combinations.	Maintaining and servicing the equipments and different types of tools and keep them in good working condition.	The work is performed inside and outside.	Locomotor disability/Cerebral Palsy, Hearing impairment

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74	Duster	Archaeology Department	S,ST,W,L,BN, PP,MF,KC,SE, H,RW	a) LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% -70%) e) MD involving above combinations.	Performs routine unskilled duties in office or establishment such as dusting of rooms and furniture and opening and closing offices.	The work is performed mostly inside. Usually works alone. Adequate mobility of hands. Incumbent should be functionally able to complete the assigned task efficiently whenever necessary.	Low Vision
75	Artist	Archaeology Department	S, T, W, BN, SE, RW, H	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, AAV, MyD; With minimum one functional arm d) ASD (M), ID, SLD, MI (40%) e) MD involving above combinations	An artist creates and restores art such as paintings, sculptures, drawings, printed works, installations, and other forms.	The work is performed mostly inside and outside.	Locomotor disability/Cerebral Palsy, hearing impairment, Low vision
76	Gallery Attender	Archaeology Department	S,ST,W,PP,L, BN,MF,SE,H,C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional legs (two) and one minimum functional arm (one) d) ASD (M), SLD, MI (40%) e) MD Involving (a) to (d) above	Opening, closing the doors of gallery, regulating movement of guests etc	The work is performed mostly inside. He usually works alone.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
77	Laboratory Assistant	Archaeology Department	S, ST, W, MF, SE, H, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), SLD, MI (40%) e) MD involving above combinations	Maintenance of Laboratories, equipment, accessories and rendering assistance in laboratory work in connection with research analytical work. Any other duties as may be assigned from time to time by Officers authorized in this behalf.	The work is mostly performed inside in well lit rooms. The worker usually does his work alone.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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78	Editorial Assistant	Archives Department	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), SLD, MI (40%); e) MD involving above combinations.	To look after editing/translating/proof reading archival work articles, drafts or brochures	The work is performed mostly inside. It does not involve any hazard.	Locomotor disability/Cerebral Palsy, Low Vision
79	Conservation Assistant	Archives Department	S/ST, MF, RW, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional arms (two) d) ASD (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Repair, recovery, treatment and conservation of records	Good eye hand coordination is needed.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
80	Photographer	Archives Department	S, ST, W, BN, SE, RW, C	a) D, HH b) LD including CP, LC, AAV, MyD; With minimum one functional arm and leg each c) ASD (M), ID, SLD, MI (40%) d) MD involving above combinations	Operating camera, taking photos of various events, documents, making albums and keeping records etc.	The work is performed mostly outside.	Locomotor disability/Cerebral Palsy, Hearing impairment
81	Clerk	Archives Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
82	LD Typist	Archives Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; MDy minimum functional both arms (two) d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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83	Confidential Assistant Grade II	Archives Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
84	Office Attendant	Archives Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
85	Librarian Gr. II	Archives Department	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), ID (M), SLD, MI (40%); e) MD involving above combinations.	Categorising of books, Indexing, maintaining Registers. Issue and Stock verification. Communication etc. Managing collection development and acquisitions, cataloging, collections management, circulation, and providing a range of services, such as reference, information, instruction, and training services	Work inside, does not involve hazards.	Locomotor disability/Cerebral Palsy, Hearing Impairment
86	Full Time Gardener	Archives Department	S, ST, W, BN, KC, MF, SE	a) LV b) D, HH c) LD including CP, LC Dw, AAV with minimum one functional arm and leg each d) ASD (M), ID, SLD, MI (40% - 70%) e) MD involving above combinations	Planting and maintaining plants and trees, greenscapes. (watering and feeding plants, trimming trees and shrubs), fertilizing and mowing lawns, weeding gardens and keeping green spaces and walkways clear of debris and litter.	Work is performed outside in hot and humid condition. No hazards are involved. Mobility and hand activities of the person should be adequate.	Low vision

DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS

DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS							
Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
87	Assistant Professor	Ayurveda Medical Education	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV With minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Teach students theory and practical classes. Conducts practical demonstrations and treats patients in hospitals. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
88	Artist Gr. II	Ayurveda Medical Education	S, T, W, BN, SE, RW, H	a) D, HH b) LD including CP, LC, Dw, AAV With minimum one functional arm and minimum one functional leg each c) ASD (M), ID, SLD, MI (40%) d) MD involving above combinations	Artist is involved in making models, charts, paintings, drawings, printed works, installations, and other forms.	The work is performed mostly inside	Locomotor disability/Cerebral Palsy, Hearing impairment
89	Technician (Draviaguna)	Ayurveda Medical Education	S, ST, W, BN, RW, PP, SE, C, MF, KC	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV with two arms and minimum functional legs (two) d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Deals with dynamics of herbs, procurement, distribution and classification of ayurveda drugs	The work is performed mostly inside. The job may require standing for long hours.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision

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90	Technician (Pharmacy)	Ayurveda Medical Education	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Professional Diploma Courses (Pharmacy/ Health Inspector & Paramedical) Guidelines; as amended from time to time) b) D, HH (As per Professional Diploma Courses (Pharmacy/ Health Inspector & Paramedical) Guidelines; as amended from time to time) c) LD including CP, LC, Dw, AAV with minimum functional arms (two) d) SLD (As per Course Guidelines) e) MD involving above combinations.	Works on categorising various drugs and medicines	The work is performed mostly inside. The job may require standing for long hours.	Locomotor disability/Cerebral Palsy, Hearing impairment
91	Lab Technician Gr.II	Ayurveda Medical Education	S, ST, W, BN, RW, PP, SE, C, MF	a) D, HH c) LD including CP, LC, Dw, AAV with two functional arms and two functional legs d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Conducts chemical and physical laboratory tests and makes qualitative and quantitative analysis of material for purposes such as development of new products, materials, and processing methods and for maintenance of health and safety standards	The work is laboratory based. The room is having good light. Mobility and bilateral hand activities should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment
92	Technician (Netra)	Ayurveda Medical Education	S, ST, W, BN, RW, PP, SE, C, MF	a) D, HH c) LD including CP, LC, Dw, AAV with minimum two functional arms and two functional legs d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Giving therapy to the patients. Maintaining records	The work is performed mostly inside. Should have minimum functional communication.	Locomotor disability/Cerebral Palsy, Hearing impairment
93	Panchakarma Assistant	Ayurveda Medical Education	S, ST, W, BN, RW, PP, SE, C, MF, KC	a) D, HH c) LD including CP, LC, Dw, AAV with two arms and minimum functional legs (two) d) ASD (M), ID, SLD, MI (40% - 70%); e) MD involving above combinations.	Perform Panchakarma therapies in connection with a Panchakarma program, under the guidance of a qualified Ayurvedic Practitioner or Ayurvedic Doctor with an emphasis on therapies	The work is performed mostly inside. Should have minimum functional communication.	Locomotor disability/Cerebral Palsy, Hearing impairment

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94	Technical Assistant (X-ray)	Ayurveda Medical Education	S, ST, W, BN, RW, PP, L, SE, C, MF	a) D, HH c) LD including CP, LC, Dw, AAV with minimum two functional arms and two functional legs d) ASD (M), ID, SLD, MI (40% - 70%); e) MD involving above combinations.	Maintenance and cleaning of all equipments and machinery; taking Xrays etc.	The work is mostly performed inside.	Locomotor disability/Cerebral Palsy, Hearing impairment
95	Herbarium Keeper	Ayurveda Medical Education	S, ST, W, BN, KC, MF, SE	a) LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum one functional arm and leg each d) ASD (M), ID, SLD, MI (40% - 70%) e) MD involving above combinations	Maintaining / supervising herbarium, maintaining registers of pesticides,keeping record of development of plants and related works.	Hand activities should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
96	Technical Assistant (Visha)	Ayurveda Medical Education	S, ST, W, BN, RW, PP, SE, C, MF, KC	a) D, HH c) LD including, CP, LC, Dw, AAV with minimum two functional arms and two functional legs e) MD involving above combinations.	Giving therapy to the patients. Maintaining records	The work is performed mostly inside. Should have minimum functionalcommunication.	Locomotor disability/Cerebral Palsy
97	Technical Assistant (Ayurveda)	Ayurveda Medical Education	S, ST, W, BN, RW, PP, SE, C, MF, KC	a) D, HH c) LD including, CP, LC, Dw, AAV with minimum two functional arms and two functional legs d) ASD (M), ID, SLD, MI (40% - 70%); e) MD involving above combinations.	Giving therapy to the patients. Maintaining records	The work is performed mostly inside. Should have minimum functionalcommunication.	Locomotor disability/Cerebral Palsy, Hearing impairment

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98	Scribe	Ayurveda Medical Education	S/ST, MF, SE, RW, H, C	a) D, HH b) LD including CP, LC; Dw, AAV, MDy; with minimum functional one arm c) MI (40%) d) MD involving above combinations.	Duties of a Scribe are to document the physician dictated patient history, physical examination, family, social, and past medical history as well as document procedures, lab results, dictated radiographic impressions made by the supervising physician and any other information pertaining to the patient's encounter. Records dictations in shorthand and transcribe them in typewritten form. Transcribe dictated material from note book, using computer. . Compares typed matter and submits them to superiors.	The work is mostly performed inside in well lighted rooms. The worker usually does his work alone. It does not involve any hazard.	Locomotor disability/Cerebral Palsy
99	Theater Assistant	Ayurveda Medical Education	BN, MF, RW, S, ST, L, SE, H, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; With minimum functional arms (two) and one leg d) ASD (M), SLD, MI (40%) e) MD involving above combinations	Assists in theatre for all types of work related to theatre.	The work is performed mostly inside. The worker usually works in a group.	Locomotor disability/Cerebral Palsy, Hearing impairment
100	Lab Attender Gr II /Nursing Assistant Gr II/ Power laundry attender	Ayurveda Medical Education	S, ST, W, MF, SE, H, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), SLD, MI (40%) e) MD involving above combinations	Rendering assistance to the technician/nurse or perform other duties as may be assigned from time to time by Officers authorized in this behalf.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy, Hearing impairment , Low vision
101	Pharmacy Attender Gr. II	Ayurveda Medical Education	S, ST, W, RW, MF, SE, H, C	a) D, HH b) LD including, CP, LC, Dw, AAV, MDy; With minimum functional one arm and one leg each c) ASD (M, MoD), SLD, MI (40%) d) MD involving above combinations	Rendering assistance to the pharmacist and perform other duties as may be assigned from time to time by Officers authorized in this behalf.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy, Hearing impairment

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102	Head warden / Hospital Attendant / Specimen collector / Gardener/ Dravya Attender	Ayurveda Medical Education	S, ST, W, BN, MF, RW, SE, KC, C, PP, L	a) LV (40% - 60%) b) D, HH c) LD including, CP, LC, Dw, AAV ; with minimum functional arms (two) and one leg d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Rendering assistance to the higher authority and perform other duties as may be assigned from time to time by Officers authorized in this behalf.	Good eye hand coordination is needed. Mobility of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
103	Female Attender	Ayurveda Medical Education	S, ST, W, BN, L, PP, RW, SE, H, C	a) LV (40% - 60%) b) HH c) LD including CP, LC, Dw, AAV, with minimum two functional arms and two functional legs d) ASD (M), SLD, MI (40%-70%) e) MD involving above combinations.	Performs various miscellaneous low-skilled tasks including cleaning, preparing beds etc.,	The work is performed inside as well as outside. The job may require standing and sitting for long periods. Incumbent should be functionally able to complete the assigned task efficiently	Low Vision
104	Clerk	Ayurveda Medical Education	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy; with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
105	LD Typist	Ayurveda Medical Education	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
106	Clerk- Typist	Ayurveda Medical Education	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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107	Herbarium keeper	Collegiate Education	S, ST, W, BN, KC, MF, SE, RW, C, L, PP	a) LV (40% - 60%) b) D, HH c) LD including CP, LC Dw, AAV; With minimum one functional arm and leg each d) ASD (M), SLD, MI (40% - 70%) e) MD involving above combinations	Preserves plants and plants part in special preservatives or in herbarium sheets. Maintains experimental botanical garden for study such as ecology, mycology, algology, embryology, etc.	The work is performed mostly inside but also outside in well lit places.	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
108	Specimen Collector	Collegiate Education	S, ST, W, BN, MF, RW, SE, KC, C, PP, L	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional arms (two) and minimum one functional leg d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Collects samples and specimen for laboratory practical works.	The work is performed inside as well as outside planning jobs are not hazardous. The worker works in a group on operation jobs and alone on jobs planning. Some jobs can be hazardous. The mobility and both hand activities should be adequate.	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
109	Assistant Professor (Sanskrit College/Sanskrit)	Collegiate Education	S/ST, MF, SE, RW, H, C	a) B, LV (40% - 50%) b) D, HH c) LD including, CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They teach college students one or more relevant Subjects, deliver lectures and conduct seminars. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside. Requires very good communication skills for interaction with students	Locomotor disability/ Cerebral Palsy, Blindness, Low vision, Hearing impairment
110	Assistant Professor (Arabic)	Collegiate Education	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They teach college students one or more relevant Subjects, deliver lectures and conduct seminars. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside. Requires very good communication skills for interaction with students	

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111	Assistant Professor (Arts College)	Collegiate Education	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They teach college students one or more relevant Subjects, deliver lectures and conduct seminars. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside. Requires very good communication skills for interaction with students	Locomotor disability/ Cerebral Palsy, Blindness, Low vision, Hearing impairment
112	Assistant Professor Physical Science (Training College)	Collegiate Education	S, ST, MF, SE, RW, H, C,L, PP, BN	a) LV (40% - 50%) b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They teach college students one or more Subjects set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work. Demonstrate and supervise experiments in laboratory.	The work is performed mostly inside. Requires good hand-eye coordination etc.	Locomotor disability/ Cerebral Palsy, Blindness, Low vision, Hearing impairment
113	Assistant Professor Natural Science (Training College)	Collegiate Education	S, ST, MF, SE, RW, H, C,L, PP, BN	a) LV (40% - 50%) b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They teach college students one or more Subjects set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work. Demonstrate and supervise experiments in laboratory.	The work is performed mostly inside. Requires good hand-eye coordination etc.	Locomotor disability/ Cerebral Palsy, Blindness, Low vision, Hearing impairment
114	Assistant Professor Social Science(Training College)	Collegiate Education	S, ST, MF, SE, RW, H, C,L, PP, BN	a) LV (40% - 50%) b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They teach college students one or more Subjects set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside. Requires good hand-eye coordination etc.	

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115	Assistant Professor Mathematics (Training College)	Collegiate Education	S, ST, MF, SE, RW, H, C,L, PP, BN	a) LV (40% - 50%) b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They teach college students one or more Subjects set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside. Requires good hand-eye coordination etc.	Locomotor disability/ Cerebral Palsy, Blindness, Low vision, Hearing impairment
116	Assistant Professor Languages (Training College)	Collegiate Education	S/ST, MF, SE, RW, H, C	a) B, LV (40% - 50%) b) D, HH c) LD including, CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They teach college students one or more Subjects set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside. Requires good hand-eye coordination etc.	
117	Assistant Professor Commerce (Training College)	Collegiate Education	S/ST, MF, SE, RW, H, C	a) B, LV (40% - 50%) b) D, HH c) LD including, CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They teach college students one or more Subjects set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside. Requires good hand-eye coordination etc.	
118	Marker	Collegiate Education	S, ST, W, BN, KC, MF, RW, SE	a) D, HH b) LD including CP,LC,Dw, AAV, MDy; With minimum one functional arm and two legs c) ASD (M, MoD), ID (M), SLD, MI (40% -70%) d) MD involving above combinations.	Drawing marks on the play grounds, assisting to make necessary preparations for sports and games. Maintain sports equipment.	The work is performed mostly outside. Mobility and bilateral hand activities should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment

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119	Lecturer (Vocal)	Collegiate Education	S/ST, RW, MF, SE, H, C	a) B, LV b) LD including CP, LC, Dw, AAV: with minimum one functional arm c) ASD (M), SLD, MI (40% - 70%) d) MD involving above combinations.	Instructs in Indian or Western music or Kathakali sangeetham, either alone or in group, with or without musical accompaniments. Sings classical or light songs	The work is mostly performed inside in well lit rooms.	Music Teacher-Blindness, LowVision
120	Junior Lecturer (Kathakali Sangeetham)	Collegiate Education	S/ST, RW, MF, SE, H, C	a) B, LV b) LD including CP, LC, Dw, AAV: with minimum two functional arms c) ASD (M), SLD, MI (40% - 70%) d) MD involving above combinations.	Instructs in Indian or Western music or Kathakali sangeetham, either alone or in group, with or without musical accompaniments. Sings classical or light songs	The work is mostly performed inside in well lit rooms.	Music Teacher-Blindness, LowVision
121	Lecturer (Veena, violin, Mridhangam)	Collegiate Education	S, ST, RW, MF, SE, H, C, L, KC, BN	a) Blindness, LV b) HH c) LD including CP, LC, Dw, AAV: with minimum two functional arms d) ASD (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Teaching and supporting Artist - Mridhangam (Bharatanatyam, Mohiniyattam, Dance (Kerala natanam).	The work is performed mostly inside. Requires very good communication skills for interaction with students.	Chenda player- Locomotor disability/Cerebral Palsy, Hearing Impairment Drummer (Maddalam player) - Locomotor disability/Cerebral Palsy, Hearing Impairment & Low vision
122	Junior Lecturer (Kathakali Chenda, Kathakali Maddalam)	Collegiate Education	S, ST, RW, MF, SE, H, C, L, KC, BN	a) LV (40% - 60%) b) HH c) LD including CP, LC, Dw, AAV: with two minimum functional arms d) ASD (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Gives instructions to students in particular branch musical instruments	The work is performed mostly inside. Requires very good communication skills for interaction with students.	Chenda player- Locomotor disability/Cerebral Palsy, Hearing Impairment Drummer (Maddalam player) - Locomotor disability/Cerebral Palsy, Hearing Impairment & Low vision

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123	Supporting Artist - Mridhangam (Bharatanatyam, Mohiniyattam, Dance(Kerala natanam)	Collegiate Education	S, ST, RW, MF, SE, H, C, L, KC, BN	a) LV (40% - 60%) b) HH c) LD including CP, LC, Dw, AAV: with minimum two functional arms d) ASD (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Supports in dance performance	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy, Hearing Impairment, Blindness & Low vision
124	Supporting Artist in Chenda/ Maddalam for Kathakali	Collegiate Education	S, ST, RW, MF, SE, H, C, L, KC, BN	a) LV (40% - 60%) b) HH c) LD including CP, LC, Dw, AAV: with minimum two functional arms d) ASD (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Supports in dance performance	The work is performed mostly inside.	Chenda player- Locomotor disability/Cerebral Palsy, Hearing Impairment Drummer (Maddalam player) - Locomotor disability/Cerebral Palsy, Hearing Impairment & Low vision
125	Jr. Lecturer (Drawing & Painting, Sculpture, Applied Art)	Technical Education Department/ Collegiate Education (Fine Arts College under Technical Education Department)	S/ST, RW, MF, SE, H, C	a) LV (40% - 50%) b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Gives instructions to students in drawing, painting, sculpture and applied art	The work is performed mostly inside. Requires very good communication skills for interaction with students.	Locomotor disability/ Hearing Impairment
126	Lecturer (Dance (Kerala nadanam)	Collegiate Education	S, ST, W, BN, KC, MF, RW, SE, H	a) HH b) LD including LC, Dw, AAV with minimum one functional arm and leg each d) MD involving above combinations.	Gives instructions to students in dance including acting, movements of eye, hands etc, hand-eye coordination, in line with music	The work is performed mostly inside. Requires very good communication skills for interaction with students.	Nil

DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS

DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS							
Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
127	Junior Lecturer (Bharathanatyam, Mohiniyattom, Kathakali Vesham, Kathakali)	Collegiate Education	S, ST, W, BN, KC, MF, RW, SE, H	a) HH b) LD including LC, Dw, AAV with minimum one functional arm and leg each c) ASD (M), SLD, MI (40%) d) MD involving above combinations.	Gives instructions to students in dance including acting, movements of eye, hands etc, hand-eye coordination, in line with music	The work is performed mostly inside. Requires very good communication skills for interaction with students.	Nil
128	Clerk	Collegiate Education	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
129	Typist	Collegiate Education	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC; Dw; AAV; MDy with minimum two functional arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
130	Clerk- Typist	Collegiate Education	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS							
Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
131	Confidential Assistant Grade II	Collegiate Education	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
132	Office Attendant	Collegiate Education	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
133	Studio Assistant	Collegiate Education	S/ST, BN, MF, RW, L, SE, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV MDy; With minimum two functional arms and one leg d) ASD (M), SLD, MI (40%) e) MD involving above combinations	Assists the artist/photographer in setting up and maintaining the studio. he assistas in setting up lights and other necessary equipment for shooting, develop prints by using photographic chemicals or processing film.	The work is performed mostly inside. The worker usually works in a group.	Locomotor disability/Cerebral Palsy, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
134	Assistant Professor (Law College)	Higher Education (not under Collegiate Education Department)	S/ST, MF,SE, RW, H,C	a) B,LV b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Teach subjects such as Indian and International law, criminal law, civil rights etc along with History, Geography, Sociology, Philosophy, Economics, Pol. Science, deliver lectures, conduct seminars and moot court sessions. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside. Requires very good communication skills for interaction with students and clients	Locomotor disability/Cerebral Palsy, Blindness, Low vision
135	State Tax Officer (redesignation G. O. (P) No. 94/2017/Taxes. Dated, Thiruvananthapuram, 29th July, 2017.)	State Goods & Services Tax Department/ Commercial Taxes Department	S, ST, W, MF, SE, RW, H, C	a) LV (40 %-50%) b) HH c) LD including CP, LC, Dw, AAV; With minimum one functional arm d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Monitoring the periodical filing of return and collection of tax, the maintenance of various registers and records. Inspects and supervises, in any branch of public or private sector department. Instruct staff members and others concerned on procedural matters, records and registers to be maintained, policy decisions, connected rules and regulation, etc. Visit related offices, institutions, shops, establishments, etc. Check records and connected papers. Submit periodical reports and returns to appropriate authorities.	The work is mostly performed outside. Good communication required for asking various queries and Should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy (2012) Low Vision (2019)
136	Clerk	State Goods & Services Tax Department/ Commercial Taxes Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%- 60%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills.	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
137	LD Typist	State Goods & Services Tax Department/ Commercial Taxes Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC; Dw; AAV; MDy minimum two functional arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS							
Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
138	Confidential Assistant Grade II	State Goods & Services Tax Department/ Commercial Taxes Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
139	Office Attendant	State Goods & Services Tax Department/ Commercial Taxes Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40 % - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
140	Typist	Commissionerate of Entrance Examinations	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC; Dw; AAV; MDy minimum two functional arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
141	Confidential Assistant	Commissionerate of Entrance Examinations	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
142	Office Attendant	Commissionerate of Entrance Examinations	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
143	Assistant Registrar	Cooperation Department	S, ST, W, MF, SE, RW, H, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; With minimum one functional arm d) ASD (M), SLD, MI (40 %- 60%), e) MD involving above combinations.	They organize and control all clerical works in the office, mark the date, allot duties of staff, co-ordinate and supervise work of the clerical staff and look after discipline, administrative matters like leave, etc. Prepare briefs of important administrative matters and attend departmental meetings.	The work is performed mostly inside. He usually works alone though interaction with subordinates is actively required. The work place is well lighted It does not involve any hazards	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
144	Clerk	Cooperation Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40 %- 60%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
145	LD Typist	Cooperation Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
146	Confidential Assistant Grade II	Cooperation Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
147	Office Attendant	Cooperation Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40 % - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
148	Binder Grade II	Cooperation Department	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
149	Junior Inspector	Cooperation Department (CO-OPERATIVE BANK)	S/ST, W, RW, SE, H, C, MF	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy ; With minimum functional one arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations	Prepare briefs for important administrative matters and meetings. Inspect the record books. perform variety of supervisory and executive tasks in any branch of public or private sector department such as revenue, income –tax, education, labour, sales, housing etc. And ensure satisfactory working and execution of policy decisions. Instruct staff members and others concerned on procedural matters, records and registers to be maintained, policy decisions, connected rules and regulation, etc. And guide them as necessary. Visit related offices, institutions, shops, establishments, etc.	The work is performed mostly inside. He usually works alone though interaction with subordinates is actively required. The work place is well lighted It does not involve any hazards.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
150	Junior Auditor (Audit wing)	Cooperation Department (CO-OPERATIVE BANK)	S/ST, W, RW, SE, H, C, MF	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy ; With minimum functional one arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations	Assists in to providing various data, records, documents etc. to Govt. Audit Party/Statutory Auditors. Assisted in coordinating with different departments during the audit/statutory audit. Updating the statement of guarantees relating to various State Channelizing Agencies. Typing work. Assisted in making bound form of agenda & its timely distribution. Ensuring timely dispatch of the Agenda Items/Minutes of the Directors. Assisted in works related to filing of various forms as required under Companies Act, 2013 and their submission.	The work is performed mostly inside. He usually works alone though interaction with subordinates is actively required. The work place is well lighted It does not involve any hazards.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
151	Clerk	Culture Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
152	LD Typist	Culture Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
153	Confidential Assistant Grade II	Culture Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
154	Office Attendant	Culture Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40 % - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
155	Dairy Extension Officer / Analyst	Diary Development Department	S/ST, W, MF, RW, SE, H, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; With minimum two functional arms and one leg d) ASD (M), SLD, MI (40%) e) MD involving above combinations	Overall supervision, planning, management and field visits.	The work is performed mostly outside. Involves bilateral hand activities	Locomotor Disability/Cerebral Palsy
156	Pump Operator	Diary Development Department	S/ST, W, BN, MF, SE, H	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one and one leg each d) ASD (M, MoD), SLD, MI (40%) e) MD involving above combinations.	Maintenance of pump and related equipments/ To assist in the repairs. maintain, test, inspect, and calibrate equipment to ensure it is in good working order. Any other duties assigned to him by his superiors from time to time	Work is performed inside as well as outside. Mobility of the person should be adequate.	Low Vision
157	Lab Assistant	Diary Development Department	S, ST, W, RW, MF, SE, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), SLD, MI (40 %- 60%) e) MD involving above combinations	Maintenance of Laboratory Plant, equipment accessories and rendering assistance in Laboratory work in connection with research analytical work. Any other duties as may be assigned from time to time by Officers authorized in this behalf.	The work is mostly performed inside in well lighted rooms. The worker usually does his work alone. It does not involve any hazard.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
158	Clerk	Diary Development Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40 %- 60%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
159	LD Typist	Diary Development Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
160	Confidential Assistant Grade II	Diary Development Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside. The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
161	Office Attendant	Diary Development Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
162	Binder	Diary Development Department	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
163	Clerk	Directorate of Prosecution	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40 %- 60%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS							
Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
164	Confidential Assistant Grade II	Directorate of Prosecution	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside. The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
165	Office Attendant Gr II	Directorate of Prosecution	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40 % - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
166	Assistant Public Prosecutor Gr II	Directorate of Prosecution (Kerala State Assistant Public Prosecutor Service)	S/ST, MF, RW, C	a) B, LV b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations excluding the combination of (a) and (b)	They study facts, available documents or papers pertaining to legal aspect of different issue raised by various Government Departments and give opinions and advice to the Govt. May scrutinize and advise on legal aspects of Govt. rules and Deals with Civil and Criminal cases by adopting established procedure both under Civil and Criminal Codes. Records evidence and pass necessary orders /judgements.	The work is performed both inside and outside. The job requires good Communication Skills	Locomotor disability

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
167	Technical Store Keeper	Drugs Control Department	S, ST, W, MF, SE, H, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV; With minimum functional one arm and one leg each d) ASD (M, MoD), SLD, MI (40 %- 60%) e) MD involving above combinations	Maintains inventory of medicines, receipts, registers etc. Laboratory stocks, laboratory Plant, equipment accessories and rendering assistance in Laboratory work in connection with research analytical work.	The work is mostly performed inside. The worker usually works alone. Bilateral hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/ Cerebral Palsy, Hearing
168	Drugs Inspector (Allopathy) /Drugs Inspector. Special Intelligence Branch/ Technical Assistant to Drugs Controller	Drugs Control Department	S, ST, BN, MF, RW, SE, C, KC, PP, L	a) D, HH b) LD including CP, LC, Dw, AAV, MDy; With two minimum functional arms and two minimum functional legs c) ASD (M), SLD, MI (40%) d) MD involving above combinations.	Monitor drug's safety, utility performance, and consistency. Inspection of all allopathic business establishments that are engaged in the production, storage, and sale of medicines, and cosmetics. Drug inspectors are also involved in monitoring and inspection of hygienic conditions at the premises of all such units.	Works mostly outside, requires good mobility & communication	Locomotor disability/ Cerebral Palsy, Hearing impairment
169	Drugs Inspector (Ayurveda)	Drugs Control Department	S, ST, BN, MF, RW, SE, C, KC, PP, L	a) D, HH b) LD including CP, LC, Dw, AAV, MDy; With two minimum functional arms and two minimum functional legs c) ASD (M), SLD, MI (40%) d) MD involving above combinations.	Monitor drug's safety, utility performance, and consistency. Inspection of all allopathic business establishments that are engaged in the production, storage, and sale of medicines, and cosmetics. Drug inspectors are also involved in monitoring and inspection of hygienic conditions at the premises of all such units.	Works mostly outside, requires good mobility & communication	Locomotor disability/ Cerebral Palsy, Hearing impairment
170	Analyst Grade III	Drugs Control Department	S, ST, W, MF, SE, C, RW	a) D, HH b) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each c) ASD (M, MoD), SLD, MI (40 % - 60%) d) MD involving above combinations	Conducts chemical and physical laboratory tests and makes qualitative and quantitative analysis of material for purposes such as development of new products, materials, and processing methods and for maintenance of health and safety standards	The work is performed usually inside.	Locomotor disability/ Cerebral Palsy, Hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
171	Clerk	Drugs Control Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
172	LD Typist	Drugs Control Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC; Dw; AAV; MDy minimum two functional arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
173	Office Attendant	Drugs Control Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40 % - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
174	Research Officer	Economics and Statistics	S, ST, W, MF, SE, RW, H, C	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy; With minimum one functional arm d) ASD (M), SLD, MI (40 %- 60%), e) MD involving above combinations.	Collection, analyzing of statistical data, preparation of reports, update statistics etc. Determine most effective techniques for production of data required according to nature of available information and type of problem. Interpret and present data in the required form. May write reports analyzing and evaluating conclusions on the basis of variable conditions affecting interpretation of validity.	The work is performed inside. Usually works alone.	Locomotor disability/Cerebral Palsy, Hearing impairment ,Low Vision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
175	Statistical Investigator Grade II/ Statistical Assistant Grade II	Economics and Statistics	S, ST, W, MF, SE, RW, H, C	a) LV (40% - 60%) b) HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm and leg each d) ASD (M), SLD, MI (40 %- 60%), e) MD involving above combinations.	To do work on collection of economic or statistical data, through surveys and other methods, compilation, tabulation and analysis.	Work is performed indoor and outdoor. Involves PC Based and hand activities. Good communication skills required.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
176	Confidential Assistants Grade II	Economics and Statistics	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	
177	LD Typist	Economics and Statistics	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
178	Office Attendant	Economics and Statistics	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

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179	Assistant Electrical Inspector	Electrical Inspectorate	S, ST, W, BN, RW, PP, SE, KC, C, MF	a) D, HH b) LD including CP, LC, Dw, AAV, MDy; With two minimum functional arms and two minimum functional leg c) ASD (M), SLD, MI (40%) d) MD involving above combinations.	Assist the Electrical Inspectors in all technical matters concerned to their jurisdiction. They will be responsible for the scrutiny of drawings of Electrical installations and put-up of commissioning approvals of suppliers, licensees, IPP's, Generating Stations (Hydel, Thermal, wind and Diesel), lines, MUSS, consumers EHV, HV, DG set, TG set, Multistoreyed buildings, cinema installation and in any other work assigned to them and maintenance of registers	The work is performed inside as well as outside. Mobility of the person should be adequate.	Locomotor disability/ Cerebral Palsy/Hearing impairment
180	Instrument Mechanic	Electrical Inspectorate	S, ST, W, BN, RW, PP, SE, KC, C, MF	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; With minimum two functional arms and one leg d) ASD (M, MoD), SLD, MI (40 %- 60%); e) MD involving above combinations.	To assist in the repairs, maintain, test, inspect, and calibrate equipment to ensure it is in good working order. Any other duties assigned to him by his superiors from time to time	The work is mostly performed mostly inside. The worker usually does his work alone.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
181	Skilled Assistant/ Overseer Grade II	Electrical Inspectorate	S, ST, W, BN, L, MF, SE, C, KC, RW	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy; with minimum functional one arm and one leg each. d) ASD (M); ID (M), SLD, MI (40%) e) MD involving above combinations.	Plan, scrutinise, coordinate and control activities/ instruct and supervise and field work/ guiding	The work is performed inside as well as outside. Mobility of the person should be adequate.	Locomotor Disability/Cerebral Palsy, Hearing Impairment, Low vision

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182	Clerk	Electrical Inspectorate	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
183	LD Typist	Electrical Inspectorate	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
184	Confidential Assistant Grade II	Electrical Inspectorate	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
185	Office Attendant	Electrical Inspectorate	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
186	Binder Grade II	Electrical Inspectorate	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
187	Librarian	Electrical Inspectorate	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), ID (M), SLD, MI (40%); e) MD involving above combinations.	Categorising of books, Indexing, maintaining Registers. Issue and Stock verification. Communication etc. Managing collection development and acquisitions, cataloging, collections management, circulation, and providing a range of services, such as reference, information, instruction, and training services	Work inside, does not involve hazards.	Locomotor disability/Cerebral Palsy, Hearing Impairment
188	Confidential Assistant Grade II	Enquiry Commissioner & Special Judge	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside. The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
189	Office Attendant	Enquiry Commissioner & Special Judge	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
190	Clerk	Environment & Climate Change	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
191	LD Typist	Environment & Climate Change	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
192	Confidential Assistant Grade II	Environment & Climate Change	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside. The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
193	Office Attendant	Environment & Climate Change	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
194	LD Typist	Excise Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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195	Confidential Assistant Grade II	Excise Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside. The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
196	Office Attendant	Excise Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
197	LD Typist	Factories & Boiler's Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
198	Confidential Assistant Grade II	Factories & Boiler's Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
199	Office Attendant	Factories & Boiler's Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
200	Lab Assistant	Factories & Boiler's Department	S, ST, W, RW, MF, SE, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), SLD, MI (40%) e) MD involving above combinations	Maintenance of Laboratory Plant, equipment accessories and rendering assistance in Laboratory work in connection with research analytical work. Any other duties as may be assigned from time to time by Officers authorized in this behalf.	The work is mostly performed inside in well lit rooms. The worker usually does his work alone. It does not involve any hazard.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
201	Clerk - Clerk Typist	Factories & Boiler's Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
202	Librarian	Factories & Boiler's Department	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), ID (M), SLD, MI (40%); e) MD involving above combinations.	Categorising of books, Indexing, maintaining Registers. Issue and Stock verification. Communication etc. Managing collection development and acquisitions, cataloging, collections management, circulation, and providing a range of services, such as reference, information, instruction, and training services	Work inside, does not involve hazards.	Locomotor disability/Cerebral Palsy, Hearing
203	Clerk	Fire & Rescue Services Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
204	LD Typist	Fire & Rescue Services Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
205	Confidential Assistant Grade II	Fire & Rescue Services Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
206	Office Attendant	Fire & Rescue Services Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
207	Clerk	Fisheries Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
208	LD Typist	Fisheries Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
209	Office Attendant	Fisheries Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

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210	Clerk Typist	Fisheries Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
211	Binder Grade II	Fisheries Department	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
212	Sweeper	Fisheries Department	S, ST, W, BN, L, PP, RW, SE, H, C, KC	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, with minimum functional both arms and both legs d) ASD (M), SLD, MI (40%-70%) e) MD involving above combinations.	Performs various miscellaneous low-skilled tasks including cleaning, sweeping, wiping, running errands etc.,	The work is performed inside as well as outside. The job may require standing and sitting for long periods. Incumbent should be functionally able to complete the assigned task efficiently	Locomotor Disability, /Cerebral Palsy, Hearing impairment
213	Mess Boy / Mess Girl	Fisheries Department	S, ST, W, BN, L, PP, SE, C	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV, with minimum functional both arms and minimum one functional leg d) ASD (M), SLD, MI (40%- 70%) e) MD involving above combinations.	Set tables, prepare coffee and other drinks and handle tasks such as ensuring water coolers have a fresh supply of water, clear the tables, clean the mess area, and wash the dishes, pots and pans, cutlery and other cooking utensils. To assist catering work, arrange tables & chairs and serve food as per customer requirement	To maintain good health and cleanliness. The work is performed inside.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
214	Lab Assistant	Food & Safety Department	S, ST, W, MF, SE, C, RW	a) D, HH b) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each c) ASD (M, MoD), SLD, MI (40%) d) MD involving above combinations	Maintenance of Laboratory,equipment, accessories and rendering assistance in Laboratory work in connection with testing and research analytical work. Any other duties as may be assigned from time to time by Officers authorized in this behalf.	The work is mostly performed inside in well lit rooms. The worker usually does his work alone.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
215	Packer	Food & Safety Department	S, ST, BN, L, PP, MF, SE, KC, C	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV ; With both arms functional d) ASD (M, MoD), ID, SLD, MI (40%-70%) e) MD involving above combination.	Packs material and products by hand in bags, barrels, baskets, boxes, cartons, and crates for the purpose of storage or transport; performing any combination of the duties. Examines products for brittleness, fragility, moisture and other characteristics. Collects packaging containers and cleans them. Lines and pads crates. Assembles cartons from flattened state. Wraps protective material around the product. Weighs containers and adjusts quantity. Places or pours product into containers or fills containers from spout or chute. Inserts excelsior, shredded paper, wood wool or paper trays on top of product. Sew bag, fits lids on container, nails, wires or otherwise closes containers. Stamps ate of packing on containers. Visually inspect materials, products and containers at each step of the packaging process.	The work is performed mostly inside. Occasional field work is involved. He usually works alone. Incumbent should be functionally able to complete the assigned task efficiently	Low Vision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
217	High School Teacher (Natural Science)	General Education Department	S/ST, W, BN, L, MF, SE, RW, H,C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum two functional arms and one leg d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Instruct students through curriculum-approved lectures, demonstrations and discussions. Maintain accurate records regarding students' performance, assignments, attendance and grades. Evaluate and observe the mental and physical health of students and ensure they receive proper care, if necessary. Invoke discipline and leadership qualities in students. They teach high school students various science subjects. takes theory and practical classes, set examination papers, conduct examination and evaluate answer books. Maintain class registers and records.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/ group of students. Mobility and bilateral hand activities should be adequate. Should have good minimum functional communication skills	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
218	High School Assistant (Physical Science)	General Education Department	S/ST, W, BN, L, MF, SE, RW, H,C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum two functional arms and one leg d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Instruct students through curriculum-approved lectures, demonstrations and discussions. Maintain accurate records regarding students' performance, assignments, attendance and grades. Evaluate and observe the mental and physical health of students and ensure they receive proper care, if necessary. Invoke discipline and leadership qualities in students. They teach high school students various science subjects. takes theory and practical classes, set examination papers, conduct examination and evaluate answer books. Maintain class registers and records.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/ group of students. Mobility and bilateral hand activities should be adequate. Should have good minimum functional communication skills	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision

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219	High School Assistant (Mathematics)	General Education Department	S/ST, W, BN, L, MF, SE, RW, H,C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum two functional arms and one leg d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Instruct students through curriculum-approved lectures, demonstrations and discussions. Maintain accurate records regarding students' performance, assignments, attendance and grades. Evaluate and observe the mental and physical health of students and ensure they receive proper care, if necessary. Invoke discipline and leadership qualities in students. They teach high school students various science subjects. takes theory and practical classes, set examination papers, conduct examination and evaluate answer books. Maintain class registers and records.	The work is performed mostly outside. Requires good hand-eye coordination etc.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
219	High School Assistant (Languages/ Social Sciences)	General Education Department	S/ST, W, BN, L, MF, SE, RW, H,C	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Instruct students through curriculum-approved lectures, demonstrations and discussions. Maintain accurate records regarding students' performance, assignments, attendance and grades. Evaluate and observe the mental and physical health of students and ensure they receive proper care, if necessary. Invoke discipline and leadership qualities in students. They teach high school students various science subjects. takes theory and practical classes, set examination papers, conduct examination and evaluate answer books. Maintain class registers and records.	The work is mostly performed inside in well lighted rooms. The worker usually works alone or teaches relevant subjects to the class/group of students. Mobility and bilateral hand activities should be adequate.	Locomotor disability/Cerebral Palsy, Blindness, Low Vision, Hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
220	High School Assistant (Languages including Hebrew/ Urdu/ Arabic/ Sanskrit/ Hindi))	General Education Department	S/ST, W, BN, L, MF, SE, RW, H,C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Instruct students through curriculum-approved lectures, demonstrations and discussions. Maintain accurate records regarding students' performance, assignments, attendance and grades. Evaluate and observe the mental and physical health of students and ensure they receive proper care, if necessary. Invoke discipline and leadership qualities in students. They teach high school students various science subjects. takes theory and practical classes, set examination papers, conduct examination and evaluate answer books. Maintain class registers and records.	The work is mostly performed inside in well lighted rooms. The worker usually works alone or teaches relevant subjects to the class/group of students. Mobility and bilateral hand activities should be adequate. Requires adequate communication skills.	Locomotor disability/Cerebral Palsy, Blindness, Low Vision, Hearing impairment
221	Sewing Mistress Instructors and Specialist Teachers	General Education Department	S/ST, MF, SE, BN, C	a) D, HH b) LD including CP, LC, Dw, AAV; With minimum two functional arms and minimum one functional leg c) ASD (M), SLD, MI (40% - 70%) d) MD involving above combinations.	Tailoring teacher, teaches students in the basics of an introduction to sewing machines, parts and maintenance, machine sewing, and hand sewing. They also teach embroidery work.	The work is performed mainly inside. Mobility of the person should be adequate. The person should be able to accomplish the assigned task efficiently.	Locomotor disability/ Cerebral Palsy, Hearing impairment
222	Lab Technician Gr.II (Pharmacy)	General Education Department	S, ST, W, BN, RW, PP, SE, C, MF	a) D, HH c) LD including CP, LC, Dw, AAV with two functional arms and two legs each d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Conducts chemical and physical laboratory tests and makes qualitative and quantitative analysis of material for purposes such as development of new products, materials, and processing methods and for maintenance of health and safety standards	The work is laboratory based. The room is having good light Mobility and bilateral hand activities should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment

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223	Packer	General Education Department	S, ST, BN, L, PP, MF, SE, KC, C	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV ; With both arms functional d) ASD (M, MoD), ID, SLD, MI (40%-70%) e) MD involving above combination.	Packs material and products by hand in bags, barrels, baskets, boxes, cartons, and crates for the purpose of storage or transport performing any combination of following duties. Examines products for brittleness, fragility, moisture and other characteristics. Collects packaging containers and cleans them. Lines and pads crates. Assembles cartons from flattened state. Wraps protective material around the product. Weighs containers and adjusts quantity. Places or pours product into containers or fills containers from spout or chute. Inserts excelsior, shredded paper, wood wool or paper trays on top of product. Sew bag, fits lids on container, nails, wires or otherwise closes containers. Stamps grade, brand, and date of packing on containers. Visually inspect materials, products and containers at each step of the packaging process.	The work is performed mostly inside. Occasional field work is involved. He usually works alone. Incumbent should be functionally able to complete the assigned task efficiently	Low Vision
224	Clerk	General Education Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
225	LD Typist	General Education Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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226	Binder Grade II	General Education Department	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
227	Roneo Operator	General Education Department, Higher Secondary Education	MF, SE, RW, PP	a) LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum one functional arm d) ASD (M, MoD), ID, SLD, MI (40% -70%) e) MD involving above combinations	Duplicating documents in machine.	The work mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, LowVision
228	Office Attendant	General Education Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
229	Arts Assistant	General Education Department, Upper & Lower Primary School	S, W, RW, SE, C	a) LV b) D, HH . c) LD including CP, LC, Dw, AAV d) ASD (M), ID (M) SLD, MI (40%) e) MD involving above combinations.	Arts Teacher instructs school students in art subjects such as craft, clay modelling, drawing and painting. Demonstrates to pupils methods and techniques of using material such as chisels, brushes, scale, pencils and colors. Observes their work and makes corrections. May organize art exhibitions and visits to museums art galleries and places of artistic interest.	The work is mostly performed inside in well lit rooms. The worker usually teaches art subjects such as drawing and painting to student and observe their work. Mobility of the incumbent should not be restricted.	Locomotor disability/Cerebral Palsy, hearing impairment, Low vision

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230	Arts Master Gr. II	General Education Department, Upper & Lower Primary School	S, W, RW, SE, C	a) LV b) D, HH . c) LD including CP, LC, Dw, AAV d) ASD (M), ID (M) SLD, MI (40%) e) MD involving above combinations.	Drawing Teacher instructs school students in art subjects such as drawing and painting. Demonstrates to pupils methods and techniques of using drawing material such as brushes, scale, pencils and colors. Instructs them in model drawing in pencil and crayons and painting of objects, landscapes, plant life, murals, etc. Observes their work and makes corrections. May organize art exhibitions and visits to museums art galleries and places of artistic interest.	The work is mostly performed inside in well lit rooms. The worker usually teaches art subjects such as drawing and painting to student and observe their work. Mobility of the incumbent should not be restricted.	Locomotor disability/Cerebral Palsy, hearing impairment, Low vision
231	Drawing Master	General Education Department, Upper & Lower Primary School	S, W, RW, SE, C	a) LV b) D, HH . c) LD including CP, LC, Dw, AAV d) ASD (M), ID (M) SLD, MI (40%) e) MD involving above combinations.	Drawing Teacher instructs school students in art subjects such as drawing and painting. Demonstrates to pupils methods and techniques of using drawing material such as brushes, scale, pencils and colors. Instructs them in model drawing in pencil and crayons and painting of objects, landscapes, plant life, murals, etc. Observes their work and makes corrections. May organize art exhibitions and visits to museums art galleries and places of artistic interest.	The work is mostly performed inside in well lit rooms. The worker usually teaches art subjects such as drawing and painting to student and observe their work. Mobility of the incumbent should not be restricted.	Locomotor disability/Cerebral Palsy, Hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
232	Instructor (Work Experience Programme)	General Education Department, Upper & Lower Primary School	S, W, RW, SE, C	a) LV b) D, HH . c) LD including CP, LC, Dw, AAV d) ASD (M), ID (M) SLD, MI (40%) e) MD involving above combinations.	Instruct students through curriculum-approved lectures, demonstrations and discussions. Maintain accurate records regarding students' performance, assignments, attendance and grades. Evaluate and observe the mental and physical health of students and ensure they receive proper care, if necessary. Invoke discipline and leadership qualities in students. They teach high school students various science subjects. takes theory and practical classes, set examination papers, conduct examination and evaluate answer books. Maintain class registers and records.	The work is mostly performed inside in well lit rooms. The worker usually teaches art subjects such as drawing and painting to student and observe their work. Mobility of the incumbent should not be restricted.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low vision
233	Teacher (Drawing cum Needle work)	General Education Department, Upper & Lower Primary School	S, W, RW, SE, C	a) LV b) D, HH . c) LD including CP, LC, Dw, AAV d) ASD (M), ID (M) SLD, MI (40%) e) MD involving above combinations.	Arts Teacher instructs school students in art subjects such as craft, clay modelling, drawing and painting. Demonstrates to pupils methods and techniques of using material such as chisels, brushes, scale, pencils and colors. Observes their work and makes corrections. May organize art exhibitions and visits to museums art galleries and places of artistic interest.	The work is mostly performed inside in well lit rooms. The worker usually teaches art subjects such as drawing and painting to student and observe their work. Mobility of the incumbent should not be restricted.	Locomotor disability/ Cerebral Palsy, Hearing impairment
234	Teacher Gr. II	General Education (Schools for the Handicapped)	S, ST, W, BN, L, MF, RW, SE, C	a) B, LV b) D, HH Query regarding communication c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40%) e) MD involving above combinations.	Teaching. Learning. Verbally communicating. Maintaining discipline. Maintaining Leadership qualities. Maintaining empathetic attitude. Skill of evaluation etc	The work is performed inside and outside. The work place is well lighted and comfortable.	Locomotor disability/ Cerebral Palsy, Hearing impairment, Low Vision

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235	Instructor in Composing	General Education (Schools for the Handicapped)	S/ST, BN, MF, RW, SE, C	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy; With minimum two functional arms d) ASD (M, MoD), SLD, ID (M), MI (40%) e) MD involving above combinations.	Teaches Hand Compositor type by hand for printing. Picks up type from case and assembles them into words and lines in composing stick. Arranges even spacing of lines. Transfers composed matter to galley. Follows manuscript rigidly but breaks up words at end of line when necessary.	The work is performed inside	Locomotor disability/Cerebral Palsy, Hearing impairment
236	Skilled Assistant (Printing & Composing)	General Education (Schools for the Handicapped)	S/ST, BN, MF, RW, SE, C, L, PP	a) D, HH b) LD including CP, LC; Dw; AAV; minimum two functional arms and one leg c) ASD (M, MoD); SLD; ID (M); MI (40%) d) MD involving above combinations.	Teaches Printing & Composing. Sets and evaluates examinations.	The work is performed inside	Locomotor disability/ Cerebral Palsy, Hearing impairment
237	Skilled Assistant (Plumbing)	General Education (Schools for the Handicapped)	S, ST, W, L, KC, PP, MF, SE, C	a) LV b) D, HH c) LD including CP, LC; Dw; AAV; With minimum two functional arms and one leg d) ASD (M, MoD); SLD; ID (M); MI (40%) e) MD involving above combinations.	Lays out, assembles, installs and maintains sanitary fittings and fixtures, sewage and drainage systems, heating and sanitary systems, gas and water pipe lines etc. Receives instructions from superiors. Examines drawings or other specifications. Drills passage holes in walls or floor of premises to keep or hold fittings and fixtures in position, using nuts, bolts, clamps etc. and tightens them with handtools.	The work is mainly performed outside. The person should be able to complete the assigned tasks adequately.. Mobility of the person should be adequate.	Locomotor disability/ Cerebral Palsy, Hearing impairment
238	Higher Secondary School Teacher (Arts)	General Education (Higher Secondary Education)	S/ST, W, BN, L, MF, SE, RW, H,C	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Teaching. Learning. Verbally communicating. Maintaining discipline. Maintaining leadership qualities. Maintaining empathetic attitude. Skill of evaluation etc. They teach Higher Secondary school students various subjects and languages. takes classes, set examination papers, conduct examination and evaluate answer books. Maintain class registers and records.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/group of students. Mobility and bilateral hand activities should be adequate.	

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239	Higher Secondary School Teacher (Science)	General Education (Higher Secondary Education)	S/ST, W, BN, L, MF, SE, RW, H,C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum two functional arms and one leg d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Teaching. Learning. Verbally communicating. Maintaining discipline. Maintaining leadership qualities. Maintaining empathetic attitude. Skill of evaluation etc. They teach Higher Secondary school students various science subjects. takes classes, set examination papers, conduct examination and evaluate answer books. Maintain class registers and records.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/ group of students. Mobility and bilateral hand activities should be adequate.	
240	Lab Assistant	General Education (Higher Secondary Education)	S, ST, W, MF, SE, C, RW	a) D, HH b) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each c) ASD (M, MoD), SLD, MI (40%) d) MD involving above combinations	Maintenance of Laboratory,equipment, accessories and rendering assistance in Laboratory work in connection with testing and research analytical work. Any other duties as may be assigned from time to time by Officers authorized in this behalf.	The work is mostly performed inside in well lit rooms. The worker usually does his work alone.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
241	Confidential Assistant Grade II	General Education (Higher Secondary Education)	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
242	Clerk	General Education (Higher Secondary Education)	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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243	LD Typist	General Education (Higher Secondary Education)	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
244	Office Attendant	General Education (Higher Secondary Education)	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
245	Binder Gr II	General Education (Higher Secondary Education)	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
246	Non-vocational Teacher	General Education Department, Vocational Higher Secondary Education Department	S/ST, W, BN, L, MF, SE, RW, H,C	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Teaching. Learning. Verbally communicating. Maintaining discipline. Maintaining leadership qualities. Maintaining empathetic attitude. Skill of evaluation etc. They teach high school students various subjects and languages. takes classes, set examination papers, conduct examination and evaluate answer books. Maintain class registers and records.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/group of students. Mobility and bilateral hand activities should be adequate.	

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247	Non-vocational Teacher/Junior	General Education Department, Vocational Higher Secondary Education Department	S/ST, W, BN, L, MF, SE, RW, H,C	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Teaching. Learning. Verbally communicating. Maintaining discipline. Maintaining leadership qualities. Maintaining empathetic attitude. Skill of evaluation etc. They teach high school students various subjects and languages. takes classes, set examination papers, conduct examination and evaluate answer books. Maintain class registers and records.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/group of students. Mobility and bilateral hand activities should be adequate.	
248	Vocational Instructor	General Education Department, Vocational Higher Secondary Education Department	S/ST, W, BN, L, MF, SE, RW, H,C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional both arms (two) and one leg d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Teaching. Learning. Verbally communicating. Maintaining discipline. Maintaining leadership qualities. Maintaining empathetic attitude. Skill of evaluation etc. They teach Vocational Higher Secondary school students various vocational subjects. takes classes, set examination papers, conduct examination and evaluate answer books. Maintain class registers and records.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/ group of students. Mobility and bilateral hand activities should be adequate.	
249	Vocational Teacher	General Education Department, Vocational Higher Secondary Education Department	S/ST, W, BN, L, MF, SE, RW, H,C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum two functional arms and one leg d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Teaching. Learning. Verbally communicating. Maintaining discipline. Maintaining leadership qualities. Maintaining empathetic attitude. Skill of evaluation etc. They teach Vocational Higher Secondary school students various vocational subjects. takes classes, set examination papers, conduct examination and evaluate answer books. Maintain class registers and records.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/ group of students. Mobility and bilateral hand activities should be adequate.	
250	Laboratory Technical Assistant (Laboratory Assistant)	General Education Department, Vocational Higher Secondary Education Department	S, ST, W, MF, SE, H, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), SLD, MI (40%) e) MD involving above combinations	Maintenance of Laboratory Plant, equipment accessories and rendering assistance in Laboratory work in connection with research analytical work. Any other duties as may be assigned from time to time by Officers authorized in this behalf.	The work is mostly performed inside in well lit rooms. The worker usually does his work alone. It does not involve any hazard.	

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251	Confidential Assistant Grade II	General Education Department, Vocational Higher Secondary Education Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
252	Clerk	General Education Department, Vocational Higher Secondary Education Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
253	LD Typist	General Education Department, Vocational Higher Secondary Education Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
254	Office Attendant	General Education Department, Vocational Higher Secondary Education Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

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255	Roneo Operator	General Education Department, Vocational Higher Secondary Education Department	MF, SE, RW, PP	a) LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum one functional arm d) ASD (M, MoD), ID, SLD, MI (40% -70%) e) MD involving above combinations	Duplicating documents in machine.	The work mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Low Vision
256	Junior Hydrogeologist	Ground Water Department	S, ST, W, BN, MF, RW, SE, PP, L, H, C, KC	a) D, HH c) LD including CP, LC, Dw, AAV with minimum functional arms (two) and one leg d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Assists in different operations of ground water drilling	Mostly work is performed outside. Mobility should not be restricted	Locomotor disability/Cerebral Palsy, Hearing impairment
257	Black smith	Ground Water Department	S, ST, W, BN, RW, PP, SE, H, C, MF	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum two functional arms and one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Fits assembles and repairs metal equipment with finished parts by accurately sizing components, setting levers riveting et; Studies design, sketch or models etc to be made. Collects various finished components or parts and checks for accuracy of fit by supplementary tooling to remove defects.	The work is mainly performed inside. The environment can be hot noisy and vibratory. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Low vision
258	Tracer	Ground Water Department	S, ST, W, BN, MF, RW, SE, PP, L, C, KC	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum two functional arms and one leg d) ASD (M, MoD), SLD, MI (40%); e) MD involving above combinations.	Visits area to be surveyed and carries out estimation for the presence of chlorine and other trace elements.	The work is performed inside as well as outside. Workers work alone as well as in groups.	Hearing Impairment

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259	Confidential Assistant Grade II	Ground Water Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
260	Clerk	Ground Water Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
261	LD Typist	Ground Water Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
262	Binder	Ground Water Department	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment

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263	Office Attendant	Ground Water Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
264	Laboratory Assistant	Chemical Examiners Laboratories Department	S, ST, W, RW, MF, SE, C	a) D, HH Query on Communication b) LD including CP, LC, Dw, AAV; With minimum two functional arms c) SLD, MI (40%) d) MD involving above combinations.	Maintenance of Laboratory Plant, equipment accessories and rendering assistance in laboratory work including chemical analysis, in connection with research analytical work. Any other duties as may be assigned from time to time by Officers authorized in this behalf.	The work is mostly performed inside in well lit rooms. The worker usually does his work alone.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision

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265	Packer	Chemical Examiners Laboratories Department	S, ST, BN, L, PP, MF, SE	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV ; With both arms functional d) ASD (M, MoD), ID, SLD, MI (40%) e) MD involving above combination.	Packs material and products by hand in bags, barrels, baskets, boxes, cartons, and crates for the purpose of storage or transport performing any combination of following duties. Examines products for brittleness, fragility, moisture and other characteristics. Collects packaging containers and cleans them. Lines and pads crates. Assembles cartons from flattened state. Wraps protective material around the product. Weighs containers and adjusts quantity. Places or pours product into containers or fills containers from spout or chute. Inserts excelsior, shredded paper, wood wool or paper trays on top of product. Sew bag, fits lids on container, nails, wires or otherwise closes containers. Stamps grade, brand, and date of packing on containers. Visually inspect materials, products and containers at each step of the packaging process.	The work is performed mostly inside. Occasional field work is involved. He usually works alone. Incumbent should be functionally able to complete the assigned task efficiently	Low Vision
266	Scientific Officer	Chemical Examiners Laboratories Department	S, ST, W, MF, SE, C, RW	a) D, HH b) LD including CP, LC, Dw, AAV with minimum one functional arm and minimum one functional leg c) ASD (M, MoD), SLD, MI (40%) d) MD involving above combinations	Conducts chemical and physical laboratory tests and makes qualitative and quantitative analysis of material for purposes such as development of new products, materials, and processing methods and for maintenance of health and safety standards	The work is performed usually inside.	Locomotor Disability/Cerebral Palsy, Hearing Impairment

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267	Confidential Assistant Grade II	Chemical Examiners Laboratories Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
268	Clerk	Chemical Examiners Laboratories Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
269	LD Typist	Chemical Examiners Laboratories Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
270	Office Attendant	Chemical Examiners Laboratories Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS

DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS							
Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
271	Clerk Typist	Chemical Examiners Laboratories Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
272	Assistant Engineer/ Head Draftsman (Civil)	Harbour Engineering Department	S, ST, W, BN, JU, CL, MF, RW, SE, C, L, PP, KC	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV; minimum functional two arms and two legs d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Involved in management, design and development of projects, conduct site investigations, carry out technical feasibility studies, oversee and mentor staff etc	The work is performed both inside and outside. Workplace is often hot and dusty. Jobs in the fields are hazardous but designing work in office does not involve any hazards. The worker might work alone or in groups	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
273	Assistant Engineer/ Head Draftsman (Electrical)	Harbour Engineering Department	S, ST, W, BN, JU, CL, MF, RW, SE, C, L, PP, KC	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; minimum functional two arms and two legs d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Design, develop and test electrical devices, equipments and installations, communication systems, motors, navigation systems etc.	The work is performed both inside and outside. Workplace is often hot and dusty. Jobs in the fields are hazardous but designing work in office does not involve any hazards. The worker might work alone or in groups	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
274	Assistant Engineer/ Head Draftsman (Mechanical)	Harbour Engineering Department	S, ST, W, BN, JU, CL, MF, RW, SE, C, L, PP, KC	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; minimum functional two arms and two legs d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They plan, design and supervise installation, operation, production and maintenance of machines and equipment.	The work is performed both inside and outside. Workplace is often hot and dusty. Jobs in the fields are hazardous but designing work in office does not involve any hazards. The worker might work alone or in groups	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
275	Tracer	Harbour Engineering Department	S, ST, W, BN, MF, RW, SE, PP, L, H, C, KC	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum two functional arms and one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Visits area to be surveyed and carries out plotting, sketching, contouring, drawing etc. Of territory on basis of control data and other relevant available material.	The work is performed inside as well as outside. Workers work alone as well as in groups.	Hearing impairment
276	Draftsman/ Overseer Gr. II	Harbour Engineering Department	S, ST, W, BN, JU, CL, MF, RW, SE, C, L, PP, KC	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; minimum functional two arms and two legs d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Deals with measurements, drawings and details of sites, machines & structures	The work is performed inside as well as outside. Mobility of the person should be adequate. Works closely with Engineers	Locomotor disability/Cerebral Palsy, Hearing impairment
277	Clerk	Harbour Engineering Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
278	Office Attendant	Harbour Engineering Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	analysing and testing prototypes, supervising and development of designs, project drawings	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
279	Medical Officer	Homoeo Department	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV, with minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	They diagnose and treat ailments or disorder of human according to scientific system of medicine. Examine patients using stethoscope, blood pressure measuring instrument or any other medical instrument according to symptoms available and make or arrange for clinical tests. XRay and hist-opathological examination for correct diagnosis of disease or disorder, prescribe medicines based on results of examinations. Consult other physicians or specialists, as necessary in complicated and difficult cases. Give treatment and advise patients on regimen required to restore and maintain health. Administer drugs as required. Keep records of patients examined, their ailments and treatment given or prescribed. May issue medical certificates.	The work is performed inside in well lit rooms. The worker works alone. No Hazards as surgical jobs not present. Bilateral hand activities should be adequate.	Locomotor disability/Cerebral Palsy
280	Clerk	Homoeo Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
281	LD Typist	Homoeo Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
282	Office Attendant	Homoeo Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
283	Clerk Typist	Homoeo Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
284	Lecturer	Homeopathy Medical Colleges	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV; With minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Teach students theory and practical classes. Conducts practical demonstrations and treats patients in hospitals. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy,
285	Tutor	Homeopathy Medical Colleges	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV; With minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Teaches students. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy,

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286	Confidential Assistant Grade II	Homoeopathy Medical Colleges	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
287	Clerk	Homoeopathy Medical Colleges	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
288	LD Typist	Homoeopathy Medical Colleges	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
289	Office Attendant	Homoeopathy Medical Colleges	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
290	Librarian	Homoeopathy Medical Colleges	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), ID (M), SLD, MI (40%); e) MD involving above combinations.	Categorising of books, Indexing, maintaining Registers. Issue and Stock verification. Communication etc. Managing collection development and acquisitions, cataloging, collections management, circulation, and providing a range of services, such as reference, information, instruction, and training services	Work inside, does not involve hazards.	Locomotor disability/Cerebral Palsy, Hearing
291	Confidential Assistant Grade II	Housing (Technical Cell)	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
292	Clerk	Housing (Technical Cell)	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
293	Office Attendant Gr II	Housing Technical Cell	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
294	Confidential Assistant	Hydrographic Survey Wing	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
295	Clerk	Hydrographic Survey Wing	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
296	Office Attendant	Hydrographic Survey Wing	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
297	Draftsman Gr. II	Hydrographic Survey Wing	S, ST, W, BN, JU, CL, MF, RW, SE, C, L, PP, KC	a) D, HH b) LD including CP, LC, Dw, AAV; minimum functional two arms and two legs c) ASD (M), SLD, MI (40%) d) MD involving above combinations.	Under water survey of sea, inland waterbodies, reservoirs etc	The work is performed mostly outside. Mobility of the person should be adequate. Physical fitness required.	Locomotor disability/Cerebral Palsy, Hearing impairment
298	Typist	Hydrographic Survey Wing	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC; Dw; AAV; MDy minimum two functional arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
299	Medical Officer (Ayurveda)	Indian System of Medicines	BN, MF, RW, S, ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV; With minimum functional arms (two) and minimum functional legs (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Examine patients, diagnose illness, prescribe medicines, Keep records of the patients. Good communication required. Depending on the patient the doctor may require to sit or stand	The work is performed mostly inside.	Low Vision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
300	Confidential Assistant Grade II	Indian System of Medicines	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
301	Clerk	Indian System of Medicines	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
302	Office Attendant Gr II	Indian System of Medicines	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
303	LD Typist	Indian System of Medicines	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
304	Binder Gr. II	Indian System of Medicines	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
305	Gardener	Indian System of Medicines	S, ST, W, BN, KC, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum one functional arm and leg each d) ASD (M), ID, SLD, MI (40% - 70%) e) MD involving above combinations	Planting and maintaining plants and trees, greenescapes. (watering and feeding plants, trimming trees and shrubs), fertilizing and mowing lawns, weeding gardens and keeping green spaces and walkways clear of debris and litter. Works with Ayurveda medicinal plants and collection of medicinal plants; nature of work of the Ayurveda Gardener involves identification of herbs and medicinal plants where vision is crucial.	Work is performed outside in hot and humid condition. No hazards are involved. Mobility and hand activities of the person should be adequate.	Low vision
306	Junior Instructor / ACD Instructor	Industrial Training Department	S/ST, RW, MF, SE, H, C	a) LV (40% - 50%) b) LD including CP, LC, Dw, AAV: with minimum two functional arms c) ASD (M), SLD, MI (40%) d) MD involving above combinations.	Teaching Arithamatic and drawing in each specific branch and giving practical exposure to the students.They teach students the concerned subjects. takes classes, set examination papers, conduct examination and evaluate answer books. Maintain class registers and records.	The work is performed inside in well lit room Bilateral hand activities should be adequate. Requires very good communication skills for interaction with students	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision

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DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS							
Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
307	Confidential Assistant Grade II	Industrial Training Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
308	Clerk	Industrial Training Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
309	Office Attendant	Industrial Training Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
310	LD Typist	Industrial Training Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
311	Librarian	Industrial Training Department	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), ID (M), SLD, MI (40%); e) MD involving above combinations.	Categorising of books, Indexing, maintaining Registers. Issue and Stock verification. Communication etc. Managing collection development and acquisitions, cataloging, collections management, circulation, and providing a range of services, such as reference, information, instruction, and training services	Work inside, does not involve hazards.	Locomotor disability/Cerebral Palsy, Hearing impairment
312	Clerk Typist	Industrial Training Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
313	Assistant Director	Industries and Commerce Department	S/ST, W, MF, RW, SE, C, H	a) LV (40% - 50%) b) LD including CP, LC, Dw, AAV; With minimum one functional arm and one functional leg each c) ASD (M), SLD, MI (40%); d) MD involving above combinations.	Duties assigned by the Director, assisting the Director. They conducts various inspections in industrial establishments, prepares reports, provide necessary assistance for the efficient running and expansion of the dept. May laydown policy and prepare plan schemes including cost analysis for expansion and/or continuation of the Department or particular units of the dept.	The work is performed inside and outside. Occasional touring is required.	Locomotor disability/Cerebral Palsy, Low Vision

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314	Dye Maker	Industries and Commerce Department	S/ST, BN, L, PP, MF, SE, C	a) D, HH b) LD including CP, LC, Dw, AAV, With minimum two functional arms c) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) d) MD involving above combinations.	Prepares dyes and colours using chemicals, testing dyes and designs on various materials; Immersing materials in solution and agitates it by hand or mechanically and inspects them	The work is performed inside. Vision and hand functions should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment
315	Clerk/LDFA	Industries and Commerce Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
316	Office Attendant	Industries and Commerce Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
317	LD Typist	Industries and Commerce Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
318	Clerk Typist	Industrial Training Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
319	Photographer	Information and Public relations Departments	S, ST, W, BN, SE, RW, C	a) D, HH b) LD including CP, LC, AAV, MDy; With minimum one functional arm and minimum one functional leg each c) ASD (M), ID, SLD, MI (40%) d) MD involving above combinations	Operating camera, taking photos of various events, making albums and keep records.	The work is performed mostly outside.	Locomotor disability/Cerebral Palsy, Hearing impairment
320	Photo Artist	Information and Public relations Departments	S, ST, W, BN, SE, RW, C	a) D, HH b) LD including CP, LC, AAV, MyD; With minimum one functional arm and minimum one functional leg each c) ASD (M), ID, SLD, MI (40%) d) MD involving above combinations	Operating camera, taking photos of various events, making albums and keep records.Photo editing and designs photos and modifies photos based on client requirements uses photographic techniques	The work is performed mostly outside.	Locomotor disability/Cerebral Palsy, Hearing impairment
321	Artist	Information and Public relations Departments	S, BN,L,C, SE, RW,	a) D, HH b) LD including CP, LC, AAV, MDy; With minimum one functional arm c) ASD (M), ID, SLD, MI (40%) d) MD involving above combinations	An artist creates art such as paintings, sculptures, drawings, printed works, installations, and other forms..	The work is performed mostly outside.	Locomotor disability/Cerebral Palsy, Hearing impairment
322	Roneo Operator	Information and Public relations Departments	MF, SE, RW, PP	a) LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum one functional arm d) ASD (M, MoD), ID, SLD, MI (40% -70%) e) MD involving above combinations	Duplicating documents in machine.	The work mostly performed inside.The worker usually works alone. Hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, LowVision

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323	Binder	Information and Public relations Departments	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
324	Office Attendant	Information and Public relations Departments	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

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325	Packer	Information and Public relations Departments	S, ST, BN, L, PP, MF, SE, KC, C	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV ; With both arms functional d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combination.	Packs material and products by hand in bags, barrels, baskets, boxes, cartons, and crates for the purpose of storage or transport; performing any combination of the duties. Examines products for brittleness, fragility, moisture and other characteristics. Collects packaging containers and cleans them. Lines and pads crates. Assembles cartons from flattened state. Wraps protective material around the product. Weighs containers and adjusts quantity. Places or pours product into containers or fills containers from spout or chute. Inserts excelsior, shredded paper, wood wool or paper trays on top of product. Sew bag, fits lids on container, nails, wires or otherwise closes containers. Stamps ate of packing on containers. Visually inspect materials, products and containers at each step of the packaging process.	The work is performed mostly inside. Occasional field work is involved. He usually works alone. Incumbent should be functionally able to complete the assigned task efficiently	Low Vision
326	Dark Room Assistant	Information and Public relations Departments	S, ST, W, BN, L, PP, RW, SE, H, C	a) D, HH b) LD including CP, LC, Dw, AAV; With minimum functional both arms and both legs c) ASD (M), SLD, MI (40%) d) MD involving above combinations.	Darkroom Assistant's job responsibilities include issuing photography equipment, maintaining proper inventory controls and protocols, documenting equipment problems, conducting minor repairs, mixing darkroom chemicals, and maintaining the cleanliness and order of the photo equipment room..	The work is mostly performed inside, The worker usually works alone. Mobility and bilateral hand activities of the person should be adequate.	Blindness/ LowVision
327	Assistant Insurance Medical Officer (Homoeo)	Insurance Medical Services	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV, with minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	They diagnose and treat ailments or disorder of human according to scientific system of medicine. Examine patients using stethoscope, blood pressure measuring instrument or any other medical instrument according to symptoms available and make or arrange for clinical tests. XRay and hist-opathological examination for correct diagonosis of disease or disorder, prescribe medicines based on results of examinations. Consult other physicians or specialists as necessary in complicated and	The work is performed inside in well lit rooms. The worker works alone. No Hazards as surgical jobs not present. Bilateral hand activities should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision

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328	Masseur	Insurance Medical Services	S, ST, W, MF, RW, SE, H	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV; With minimum two functional arms and minimum one functional leg d) ASD (M), SLD, MI (40%) e) MD involving the above combinations	Masseuse performs therapeutic massages by hand or machine various parts of body to remove stiffness, sprains and pains or to generally to tone up muscles by improving blood circulation or stimulating nervous system	The work is performed inside as well as outside, the work place is well-lit rooms.	Blindness/ Low Vision
329	Clerk	Insurance Medical Services	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
330	Office Attendant Gr II	Insurance Medical Services	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision/Blindness

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331	LD Typist	Insurance Medical Services	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
332	Hospital Attendant Gr II	Insurance Medical Services	S, ST, W, BN, L, PP, RW, SE, H, C	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV, with minimum functional both arms and both legs d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Helps nursing staff in hospitals, nursing homes in taking care of patients, and performs various miscellaneous low-skilled tasks. Assists Nurses in taking nursing care of patients and rendering other miscellaneous services, such as giving baths, enemas, feeding them at fixed hours, preparing beds, bringing medicines from dispensary etc. Taking care of cleaning, giving food & water to patients	The work is performed inside as well as outside. The job may require colour identification and sitting for long periods.	Locomotor disability/Cerebral Palsy, Hearing impairment, Blindness/Low Vision
333	Assistant Engineer / Assistant Director	Irrigation Department	S, ST, W, BN, JU, CL, L, MF, RW, SE, C, PP	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV; With minimum two functional arms and minimum one functional leg d) ASD (M), SLD, MI (40%) e) MD involving the above combinations	Management and execution of works like Irrigation Schemes & Projects etc. To check the functioning of Pump Houses and keep them in a proper state of repairs by timely action. Checks and supervises the works of subordinates, clarifies their doubts and reports progress of work to the superiors periodically.	Should have minimum functional communication skills and mobility to move around for inspections.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
334	Carpenter	Irrigation Department	S, ST, W, BN, RW, PP, L, SE, C, MF	a) D, HH b) LD including , LC, Dw, AAV with minimum two functional arms and one leg c) ASD (M, MoD), SLD, MI (40% - 70%); d) MD involving above combinations.	Makes, assembles, alters and repairs wooden structures and articles according to sample or drawing using hand or power tools or both. Studies drawing on sample to understand type of structure or article to be made and calculates quantity of timber required.	The work is mainly performed outside .	Locomotor disability/Cerebral Palsy, Hearing impairment

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335	Lab Assistant	Irrigation Department	S, ST, W, MF, SE, C, RW	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), SLD, MI (40%) e) MD involving above combinations	Maintenance of Laboratory, equipment, accessories and rendering assistance in Laboratory work in connection with testing and research analytical work. Any other duties as may be assigned from time to time by Officers authorized in this behalf.	The work is mostly performed inside in well lit rooms. The worker usually does his work alone.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
336	Draftsman/ Overseer Gr. II	Irrigation Department	S, ST, W, BN, JU, CL, MF, RW, SE, C, L, PP, KC	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; minimum functional two arms and two legs d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Deals with measurements, drawings and details of sites, machines & structures	The work is performed inside as well as outside. Mobility of the person should be adequate. Works closely with Engineers	Locomotor disability/Cerebral Palsy, Hearing impairment
337	Tracer	Irrigation Department	S, ST, W, BN, MF, RW, SE, PP, L, H, C, KC	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum two functional arms and one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Visits area to be surveyed and carries out plotting, sketching, contouring, drawing etc. of territory on basis of control data and other relevant available material.	The work is performed inside as well as outside. Workers work alone as well as in groups.	Hearing impairment

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338	Electrician	Irrigation Department	S, ST, W, L, MF, SE	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, with minimum functional both arms and both legs d) ASD (M), ID (M), SLD, MI (40%-70%) e) MD involving above combinations	Installing, maintaining, and repairing electrical control, wiring, and lighting systems. Reading technical diagrams and blueprints. Performing general electrical maintenance. Inspecting transformers, circuit breakers, and other electrical components. Troubleshooting electrical issues using appropriate testing device.	The work is performed inside as well as outside. Mobility of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment
339	Black smith	Irrigation Department	S, ST, W, BN, RW, PP, SE, H, C, MF	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum functional arms (two) and one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Fits assembles and repairs metal equipment with finished parts by accurately sizing components, setting levers riveting etc. studies design, sketch or model of locks etc to be made. Collects various finished components or parts and checks for accuracy of fit by supplementary tooling to remove defects	The work is mainly performed inside. The environment can be hot noisy and vibratory. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Low vision
340	Confidential Assistant Grade II	Irrigation Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside. The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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341	Clerk	Irrigation Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
342	Office Attendant	Irrigation Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
343	LD Typist	Irrigation Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
344	Amin	Judiciary (Subordinate)	S, ST, W, MF, SE, RW, H, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Receives and serves summons on parties by delivering one copy of summons after taking acknowledgement on second copy. Affixes copy of summons or processes at prominent public places, doors or houses of concerned parties, if parties refuse to accept summons of processes. Deposits copies of Summons served together with unserved summons with reasons for non-service to competent authority. Court orders are executed in the presence of Amin.	The work is performed btoh inside and outside and requires communication.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low vision
345	Clerk/ Bench Assistant	Judiciary (Subordinate)	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Attending Public Court to Assist the judge in calling and conducting the cases. Put up Notes on each case for hearing. Writing Diary of the cases called in every day. Posting and reposting of cases in hearing book.	The work is mostly performed inside in well lit rooms. The worker usually works alone.	Locomotor Disability/ Cerebral Palsy
346	Munsiff Megistrate	Judiciary (Subordinate)	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	They study facts, available documents or papers pertaining to legal aspect of different issue raised by various Government Departments and give opinions and advice to the Govt. May scrutinize and advise on legal aspects of Govt. rules and Deals with Civil and Criminal cases by adopting established procedure both under Civil and Criminal Codes. Records evidence and pass necessary orders /judgements.	The work is performed both inside and outside.	Locomotor disability/Cerebral Palsy, Locomotor disability - Moderate
347	Confidential Assistant Grade II	Judiciary (Subordinate)	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
348	Clerk	Judiciary (Subordinate)	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
349	Office Attendant	Judiciary (Subordinate)	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
350	LD Typist	Judiciary (Subordinate)	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
351	Lecturer (Anthropology / Sociology)	KIRTADS	S/ST, MF, SE, RW, H, C	a) B, LV (40% - 100%) b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	College Teachers (Sociology/Anthropology). They teach college students, deliver lectures and conduct seminars. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside. Requires very good communication skills for interaction with students	Locomotor disability/ Cerebral Palsy, Blindness, Low vision
352	Confidential Assistant Grade II	KIRTADS	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside. The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
353	Clerk	KIRTADS	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
354	Office Attendant	KIRTADS	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
355	LD Typist	KIRTADS	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
356	Confidential Assistant Grade II	Kerala Lok Ayukta	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
357	LD Typist	Kerala Lok Ayukta	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
358	Office Attendant	Kerala Lok Ayukta	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
359	Assistant	Kerala Lok Ayukta	S/ST, MF, SE, RW, C, H	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
360	Confidential Assistant Grade II	Kerala Public Service Commission	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
361	Office Attendant	Kerala Public Service Commission	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
362	Assistant	Kerala Public Service Commission	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
363	Binder Grade II	Kerala Public Service Commission	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
364	Lift Operator	Kerala Public Service Commission	S/ST, MF, H, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Operates electric lift for carrying passengers and goods from one floor to another. Operates the gate; ensures that lift is not overloaded. Mandatory safety measures to be followed. Involves risk.	The work is performed mostly inside and alone.	Locomotor disability/Cerebral Palsy,LowVision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
365	Confidential Assistant Grade II	Kerala Value Added Tax/Agricultural Income Tax and Sales Tax Appellate Tribunal	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
366	Office Attendant	Kerala Value Added Tax/Agricultural Income Tax and Sales Tax Appellate Tribunal	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
367	Clerk	Kerala Value Added Tax/Agricultural Income Tax and Sales Tax Appellate Tribunal	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
368	Confidential Assistant Grade II	Labour Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
369	Office Attendant	Labour Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
370	Clerk	Labour Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending, Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
371	Binder Grade II	Labour Department	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
372	LD Typist	Labour Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum two functional arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
373	Confidential Assistant Grade II	Labour Court	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
374	Clerk	Labour Court	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Attending to court related matters, in calling and conducting the cases tc. Put up Notes on each case for hearing. Writing Diary of the cases called in every day. Posting and reposting of cases in hearing book.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
375	Office Attendant	Labour Court	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
376	Office Attendant	Land Board	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
377	Village Field Assistant	Land Board	S, ST, W, BN, L, MF, SE, C, KC,	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm and one leg each. d) ASD (M); ID (M), SLD, MI (40%) e) MD involving above combinations.	Fieldwork, interaction with people and visiting certain sites or areas are part of their duty. Preparation of reports based on field survey, maintaining proper record related to land and survey	The work is performed mostly outside. He usually works alone and interaction with public is required.	Locomotor disability/ Cerebral Palsy, Hearing impairment, Low Vision
378	Deputy Collector	Land Revenue	S, ST, W, BN, L, MF, SE, RW, H,C	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) MD involving above combinations.	Adminstrating the institutions, monitoring, and day-to-day functioning of the subordinate offices. Coordinate administrative matters, land related matters, handles natural and other disasters, acyts as executive magistrates in Law and Orders situations, controls various offices in emergency situations etc.	The work is mostly performed inside in well lit rooms. However, involves a lot of field work. Works in stressed situations.	Locomotor disability/Cerebral Palsy, Low Vision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
379	Village Field Assistant	Land Revenue	S, ST, W, BN, L, MF, SE, C, KC,	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm and one leg each. d) ASD (M); ID (M), SLD, MI (40%) e) MD involving above combinations.	Fieldwork, Interaction with people and visiting certain sites or areas are part of their duty.	The work is performed mostly outside. He usually works alone and interaction with public is required.	Locomotor disability/ Cerebral Palsy, Hearing impairment, Low Vision
380	Clerk Typist	Land Revenue	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending, Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
381	Office Attendant	Land Revenue	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
382	Confidential Assistant Grade II	Land Revenue	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
383	LD Typist	Land Revenue	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
384	Chainman	Land Revenue	S, ST, W, BN, MF, RW, SE, PP, L, C, KC	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum two functional arms and one leg d) ASD (M, MoD), SLD, MI (40%); e) MD involving above combinations.	Responsible for routine manual activities involved in land surveying. He would assist the Surveyor in the execution of surveys especially with the clearing of lines of sight, chaining and holding of poles and staves.	The work is performed inside as well as outside. Workers work alone as well as in groups.	Hearing impairment
385	Lab Assistant	Land Use Board	S, ST, W, RW, MF, SE, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), SLD, MI (40%) e) MD involving above combinations	Teaching and weaving in the field of textile engineering.	The work is mostly performed inside in well lit rooms. The worker usually does his work alone.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
386	LD Typist	Land Use Board	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
387	Confidential Assistant Grade II	Land Use Board	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
388	Office Attendant	Land Use Board	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
389	Clerk	Land Use Board	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
390	LD Typist	Legal Metrology	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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391	Confidential Assistant Grade II	Legal Metrology	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
392	Office Attendant	Legal Metrology	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
393	Clerk	Legal Metrology	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
394	Inspecting Assistant	Legal Metrology	S, ST, BN, MF, RW, SE, C, KC, PP, L	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy; With minimum two functional arms and minimum one functional leg d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Assist in inspecting traders and issuing notice to traders for getting their weights or measures verified in time. To prepare test weight or measure	Works mostly outside, requires good mobility & communication	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision

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395	LD Typist	State Lotteries Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
396	Confidential Assistant Grade II	State Lotteries Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside. The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
397	Office Attendant	State Lotteries Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
398	Clerk	State Lotteries Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
399	Assistant Engineer	Local Self Government Engineering Department	S, ST, W, BN, JU, CL, MF, RW, SE, C, PP	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV minimum two functional arms and one leg d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They plan, organize and supervise and verifying the technical feasibility and economic viability of the projects proposed by Local Self Government Institutions and implementing them. Implementing civil works like road, drainage, culvert, retaining walls, etc., ensuring the balanced progress and quality development of areas.	The work is performed both inside and outside. Workplace is often hot and dusty. Jobs in the fields are hazardous but designing work in office does not involve any hazards. The worker works alone in the office and in a group in the field.	Locomotor Disability, Hearing Impairment, Low Vision
400	Overseer Gr.II/ Draftsman Gr.II	Local Self Government Engineering Department	S, ST, W, BN, JU, CL, MF, RW, SE, C, L, PP, KC	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; minimum functional two arms and two legs d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Supervision of construction of water supply projects, drains, roads, buildings, dams, parks, over head tanks, plants etc.	The work is performed inside as well as outside. Mobility of the person should be adequate. Works closely with Engineers	Locomotor Disability/Cerebral Palsy, Hearing Impairment, Low vision
401	Clerk	Local Self Government Engineering Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending, Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
402	LD Typist	Local Self Government Engineering Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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403	Office Attendant	Local Self Government Engineering Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
404	Lab Assistant	Museums & Zoos Department	S, ST, W, RW, MF, SE, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), SLD, MI (40%) e) MD involving above combinations	Maintenance of equipment accessories and rendering assistance in Laboratory work in connection with routine work and research analytical work. Any other duties as may be assigned from time to time by Officers authorized in this behalf.	The work is mostly performed inside in well lit rooms. The worker usually does his work alone.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
405	Clerk	Museums & Zoos Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending, Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
406	Clerk Typist	Museums & Zoos Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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407	LD Typist	Museums & Zoos Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
408	Librarian	Museums & Zoos Department	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), ID (M), SLD, MI (40%); e) MD involving above combinations.	Categorising of books, Indexing, maintaining Registers. Issue and Stock verification. Communication etc. Managing collection development and acquisitions, cataloging, collections management, circulation, and providing a range of services, such as reference, information, instruction, and training services	Work inside, does not involve hazards.	Locomotor disability/Cerebral Palsy, Hearing
409	Office Attendant	Museums & Zoos Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
410	Gardener	Museums & Zoos Department	S, ST, W, BN, KC, MF, SE	a) LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum one functional arm and leg each d) ASD (M), ID, SLD, MI (40% - 70%) e) MD involving above combinations	Planting and maintaining plants and trees, greenscapes, (watering and feeding plants, trimming trees and shrubs), fertilizing and mowing lawns, weeding gardens and keeping green spaces and walkways clear of debris and litter.	Work is performed outside in hot and humid condition. No hazards are involved. Mobility and hand activities of the person should be adequate.	Low vision

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411	Draftsman Gr. II	Museums & Zoos Department	S, ST, W, BN, JU, CL, MF, RW, SE, C, L, PP, KC	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; minimum functional two arms and two legs d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Deals with measurements, drawings and details of sites, machines & structures	The work is performed inside as well as outside. Mobility of the person should be adequate. Works closely with Engineers	Locomotor disability/Cerebral Palsy, Hearing impairment
412	Carpenter	Museums & Zoos Department	S, ST, W, BN, RW, PP, L, SE, H, C, MF	a) LV b) D, HH c) LD including LC, Dw, AAV with minimum two functional arms and one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Makes, assembles, alters and repairs wooden structures and articles according to sample or drawing using hand or power tools or both. Studies drawing on sample to understand type of structure or article to be made and calculates quantity of timber required.	The work is mainly performed outside .	Locomotor disability/Cerebral Palsy, Hearing impairment
413	Black smith	Museums & Zoos Department	S, ST, W, BN, RW, PP, SE, H, C, MF	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum two functional arms and one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Fits assembles and repairs metal equipment with finished parts by accurately sizing components, setting levers riveting etc. studies design, sketch or model of locks etc to be made. Collects various finished components or parts and checks for accuracy of fit by supplementary tooling to remove defects	The work is mainly performed inside. The environment can be hot noisy and vibratory. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Low vision
414	Guide/ Guide Lecturer	Museum & Zoo Department	S/ST, SE, H, C	a) LV b) HH c) LD including CP, LC, Dw, AAV, MDy d) ASD (M, MoD), ID (M), SLD, MI (40%) e) MD involving above combinations	To provide guide tours, conduct school classes, conduct visitors round the galleries, to give lectures.	The work is performed inside as well as outside. Incumbent should be functionally able to complete the assigned task efficiently wherever necessary.	Locomotor disability/Cerebral Palsy, Low vision

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415	Lab Technician Gr.II (Pharmacy)	Medical Education Department	S, ST, W, BN, RW, PP, SE, C, MF	a) D, HH c) LD including CP, LC, Dw, AAV with two arms and minimum two functional legs d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Conducts chemical and physical laboratory tests and makes qualitative and quantitative analysis of material for purposes such as development of new products, materials, and processing methods and for maintenance of health and safety standards	The work is laboratory based. The room is having good light. Mobility and bilateral hand activities should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment
416	Binder	Medical Education Department	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
417	Lab Assistant	Medical Education Department	S, ST, W, RW, MF, SE, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), SLD, MI (40%) e) MD involving above combinations	Maintenance of Laboratory Plant, equipment accessories and rendering assistance in Laboratory work in connection with research analytical work. Any other duties as may be assigned from time to time by Officers authorized in this behalf.	The work is mostly performed inside in well lit rooms. The worker usually does his work alone. It does not involve any hazard.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
418	Clerk	Medical Education Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
419	Clerk Typist	Medical Education Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
420	LD Typist	Medical Education Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
421	Librarian	Medical Education Department	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), ID (M), SLD, MI (40%); e) MD involving above combinations.	Categorising of books, Indexing, maintaining Registers. Issue and Stock verification. Communication etc. Managing collection development and acquisitions, cataloging, collections management, circulation, and providing a range of services, such as reference, information, instruction, and training services	Work inside, does not involve hazards.	Locomotor disability/Cerebral Palsy, Hearing impairment

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422	Confidential Assistant Grade II	Medical Education Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
423	Gardener	Medical Education Department	S, ST, W, BN, KC, MF, SE	a) LV b) D, HH c) LD including CP, LC,Dw, AAV with minimum one functional arm and leg each d) ASD (M), ID, SLD, MI (40% - 70%) e) MD involving above combinations	Planting and maintaining plants and trees, greenscapes, (watering and feeding plants, trimming trees and shrubs), fertilizing and mowing lawns, weeding gardens and keeping green spaces and walkways clear of debris and litter.	Work is performed outside in hot and humid condition. No hazards are involved. Mobility and hand activities of the person should be adequate.	Low vision
424	Office Attendant	Medical Education Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
425	Lift Operator	Medical Education Department	S/ST, MF, H, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Operates electric lift for carrying passengers and goods from one floor to another. Operates the gate; ensures that lift is not overloaded. Mandatory safety measures to be followed. Involves risk.	The work is performed mostly inside and alone.	Locomotor disability/Cerebral Palsy,LowVision
426	Pump Operator	Medical Education Department	S/ST, W, BN, MF, SE,H	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm and one leg each d) ASD (M, MoD), SLD, MI (40%) e) MD involving above combinations.	Operates one or more power-driven machines for pumping, storing and supplying liquids or other fluid materials or for dewatering purposes. Starts pump, observes its operation,adjusts control to maintain correct rate of pumping, cleans, oils and grease.	Work is performed inside as well as outside. Mobility of the person should be adequate.	Low Vision

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427	X-ray Attender	Medical Education Department	S, ST, W, BN, L, PP, RW, SE, H, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, with minimum functional both arms and both legs d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Assisting in all manual duties as directed by superiors	The work is performed inside as well as outside. The job may require colour identification and sitting for long periods. Incumbent should be functionally able to complete the assigned task efficiently	Locomotor disability/Cerebral Palsy, Low Vision
428	Lecturer	Medical Education Department	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV With minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Teach students theory and practical classes. Conducts practical demonstrations and treats patients in hospitals. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy
429	Junior Scientific Officer	Medical Education Department	S, ST, W, MF, SE, C, RW	a) D, HH b) LD including CP, LC, Dw, AAV with minimum one functional arm and minimum one functional leg c) ASD (M, MoD), SLD, MI (40%) d) MD involving above combinations	Maintain cleanliness & safety of lab and equipments, allied records and registers, assisting research, and quality assurance in lab and allied administrative functions.	The work is laboratory based.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision

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430	Scientific Officer	Medical Education Department	S, ST, W, MF, SE, C, RW	a) D, HH b) LD including CP, LC, Dw, AAV with minimum one functional arm and minimum one functional leg c) ASD (M, MoD), SLD, MI (40%) d) MD involving above combinations	The candidate is required to undertake studies on animal and human viruses using cell culture and immunotoxicity studies.	The work is laboratory based.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
431	Junior Research Officer	Medical Education Department	S, ST, W, MF, SE, RW, H, C	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy; With minimum one functional arm d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Collection, analyzing of statistical data, preparation of reports, update statistics etc. Determine most effective techniques for production of data required according to nature of available information and type of problem. Interpret and present data in the required form. May write reports analyzing and evaluating conclusions on the basis of variable conditions affecting interpretation of validity.	The work is performed inside. Usually works alone.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
432	Assistant Professor	Medical Education Department	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV, with minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Deliver lecture, guide, supervise practical work. Set examination papers, conduct examinations and mark paper. Maintain class registers and record. May conduct or guide research work.	The work is performed mostly inside.	Low Vision

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433	Scientific Assistant	Medical Education Department	S, ST, W, MF, SE, RW, H, C	a) D, HH Query regarding communication b) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm and one leg each. c) ASD (M), ID (M), SLD, MI (40%) d) MD involving above combinations.	Maintains official records, assists reporting officer. The duty of a scientific assistant is to provide support to the scientist in research and educational matters. He has to assist the scientist in carrying out various researches. He is also responsible for performing several administrative tasks.	The work is performed mostly inside Occasional field work is Involved. Work place inside is comfortable but in field it is hot, humid and dusty. He usually works alone.	Locomotor Disability / Cerebral Palsy
434	Clinical Psychologist	Medical Education Department	S/ST, RW, SE, H, C, MF	a) LD including CP, LC, Dw, AAV, MDy b) SLD c) MD involving above combinations	Clinical Psychologist studies mental, emotional and cognitive characteristics of human beings and determines principles which govern human behaviour. Investigates factors that affect thought and conduct of human beings and growth and development of individual's personality such as heredity, cultural and economic environments, etc. Deals with psychological problems involved in diagnosis, treatment and prevention of mental illness and emotional and personality disorders. Conducts personal interviews or examines individuals to determine their maladjustment and to suggest corrective measures. Develops psychological tests and experiments designed to measure mental characteristics of human beings.	The work is mostly done inside. It does not involve any hazards. Good minimum functional communication and observation skills required	Locomotor Disability / Cerebral Palsy
435	Senior Scientific Assistant	Medical Education Department	S, ST, W, MF, SE, RW, H, C	a) D, HH Query regarding communication b) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm and one leg each. c) ASD (M), ID (M), SLD, MI (40%) d) MD involving above combinations.	Maintains official records, assists reporting officer. The duty of a scientific assistant is to provide support to the scientist in research and educational matters. He has to assist the scientist in carrying out various researches. He is also responsible for performing several administrative tasks.	The work is performed mostly inside Occasional field work is Involved. Work place inside is comfortable but in field it is hot, humid and dusty. He usually works alone.	Locomotor Disability / Cerebral Palsy

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436	Senior research Officer	Medical Education Department	S, ST, W, MF, SE, RW, H, C	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV; With minimum one functional arm d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Collection, analyzing of statistical data, preparation of reports, update statistics etc. Determine most effective techniques for production of data required according to nature of available information and type of problem. Interpret and present data in the required form. May write reports analyzing and evaluating conclusions on the basis of variable conditions affecting interpretation of validity.	The work is performed inside. Usually works alone.	Locomotor Disability / Cerebral Palsy
437	Lecturer in General Medicine	Medical Education Department	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV, with minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Teach students theory and practical classes. Conducts practical demonstrations and treats patients in hospitals. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy
438	Tutor/Lecturer	Medical Education Department	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV, with minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Teach students theory and practical classes. Conducts practical demonstrations and treats patients in hospitals. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy
439	Lecturer- Pathology, Biochemistry, Pharmacology	Medical Education Department	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV, with minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Teach students theory and practical classes. Conducts practical demonstrations and treats patients in hospitals. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy

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440	Sr.Lecturer in Physiology	Medical Education Department	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV, with minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Teach students theory and practical classes. Conducts practical demonstrations and treats patients in hospitals. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy
441	Lecturer in Forensic Medicine	Medical Education Department	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV, with minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Deliver lecture, guide, supervise practical work. Set examination papers, conduct examinations and mark paper. Maintain class registers and record. May conduct or guide research work.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
442	Senior Lecturer in Nursing (Associate Professor)	Medical Education Department	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV, with minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Deliver lecture, guide, supervise practical work. Set examination papers, conduct examinations and mark paper. Maintain class registers and record. May conduct or guide research work.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
443	Sr Lecturer in General Medicine	Medical Education Department	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV, with minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Teach students theory and practical classes. Conducts practical demonstrations and treats patients in hospitals. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
444	Sr. Lecturer in Paediatrics	Medical Education Department	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV, with minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Teach students theory and practical classes. Conducts practical demonstrations and treats patients in hospitals. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision

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445	Tutor Technician	Medical Education Department	S, ST, W, RW, MF, SE, H, C	a) LD including CP, LC, Dw, AAV, with minimum functional arms (two) c) SLD, MI (40%) d) MD involving above combinations.	Teaching. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
446	Lecturer	Dental Colleges	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV; With minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Teach students theory and practical classes. Conducts practical demonstrations and treats patients in hospitals. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside.	Locomotor disability/Cerebral Palsy
447	Clerk	Mining and Geology	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
448	Clerk cum Typist	Mining and Geology	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
449	LD Typist	Mining and Geology	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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450	Librarian	Mining and Geology	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), ID (M), SLD, MI (40%); e) MD involving above combinations.	Categorising of books, Indexing, maintaining Registers. Issue and Stock verification. Communication etc. Managing collection development and acquisitions, cataloging, collections management, circulation, and providing a range of services, such as reference, information, instruction, and training services	Work inside, does not involve hazards.	Locomotor disability/Cerebral Palsy, Hearing
451	Confidential Assistant	Mining and Geology	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
452	Assistant Geologist	Mining & Geology	S, ST, W, BN, MF, RW, SE , PP, L, H, C, KC, J, CL	a) D, HH c) LD including CP, LC, Dw, AAV with minimum two functional arms and minimum two functional legs d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Assistant geologists work under the supervision of senior geologists. They perform many of the same tasks as their senior colleagues, such as drawing up site assessments including quarries and testing samples from the field.	Work performed mostly outside. Should be sufficiently mobile.	Locomotor disability/Cerebral Palsy, Hearing impairment
453	Junior Chemist	Mining & Geology	S/ST, BN, MF, RW, SE, C	a) D, HH b) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm c) ASD (M), SLD, MI (40%) d) MD involving above combinations.	Analysis & identification of ores , minerals and water samples collected by the technical officers	Laboratory based work which is performed inside under supervision.	Locomotor disability/Cerebral Palsy, Hearing impairment

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454	Asst. Drilling Engineer	Mining & Geology	S, ST, W, BN, MF, RW, SE, PP, L, H, C, KC	a) D, HH Query on Communication c) LD including CP, LC, Dw, AAV with minimum two functional arms and one leg d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Assists in different operations of ground water drilling	Mostly work is performed outside Mobility should not be restricted	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
455	Office Attendant	Mining & Geology	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
456	Gardener	Mining & Geology	S, ST, W, BN, KC, MF, SE	a) LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum one functional arm and leg each d) ASD (M), ID, SLD, MI (40% - 70%) e) MD involving above combinations	Planting and maintaining plants and trees, greenescapes, (watering and feeding plants, trimming trees and shrubs), fertilizing and mowing lawns, weeding gardens and keeping green spaces and walkways clear of debris and litter.	Work is performed outside in hot and humid condition. No hazards are involved. Mobility and hand activities of the person should be adequate.	Low vision
457	Clerk	Motor Vehicles Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
458	LD Typist	Motor Vehicles Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
459	Confidential Assistant Gr. II	Motor Vehicles Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
460	Office Attendant Gr II	Motor Vehicles Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
461	Roneo Operator	Motor Vehicles Department	MF, SE, RW, PP	a) LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum one functional arm d) ASD (M, MoD), ID, SLD, MI (40% -70%) e) MD involving above combinations	Duplicating documents in machine.	The work mostly performed inside.The worker usually works alone. Hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, LowVision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
462	Clerk	Municipal Common Services	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
463	LD Typist	Municipal Common Services	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
464	Office Attendant Gr II	Municipal Common Services	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
465	Librarian Gr IV	Municipal Common Services	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), ID (M), SLD, MI (40%); e) MD involving above combinations.	Categorising of books, Indexing, maintaining Registers. Issue and Stock verification. Communication etc. Managing collection development and acquisitions, cataloging, collections management, circulation, and providing a range of services, such as reference, information, instruction, and training services	Work inside, does not involve hazards.	Locomotor disability/Cerebral Palsy, Hearing

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
466	Lift Operator	Municipal Common Services	S/ST, MF, H, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Operates electric lift for carrying passengers and goods from one floor to another. Operates the gate; ensures that lift is not overloaded. Mandatory safety measures to be followed. Involves risk.	The work is performed mostly inside and alone.	Locomotor disability/Cerebral Palsy, Low Vision
467	Carpenter	Municipal Common Services	S, ST, W, BN, RW, PP, L, SE, C, MF	a) D, HH b) LD including , LC, Dw, AAV with minimum two functional arms and one leg c) ASD (M, MoD), SLD, MI (40% - 70%); d) MD involving above combinations.	Makes, assembles, alters and repairs wooden structures and articles according to sample or drawing using hand or power tools or both. Studies drawing on sample to understand type of structure or article to be made and calculates quantity of timber required.	The work is mainly performed outside .	Locomotor disability/Cerebral Palsy, Hearing impairment
468	Clerk	N C C	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
469	LD Typist	N C C	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
470	Confidential Assistant Gr. II	N C C	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
471	Chowkidar	N C C	S,ST,W,PP,L, BN,MF,SE,H,C	a) LV (40% -50%) b) HH c) LD including CP, LC, Dw, AAV with minimum functional two legs and one arm d) ASD (M), SLD, MI (40%) e) MD Involving the above combinations excluding a combination of (a) and (b)	Watchman; Chowkidar guards buildings, premises etc. against fire, theft, illegal entry and other such contingencies. Patrols around buildings and premises frequently, watches for fire hazards, presence of unauthorized persons. Reports irregularities or anything found tampered to authorities. Informs higher authorities, police, fire brigade in emergency.	The work is performed mostly outside. He usually works alone. Bilateral hand activities and mobility should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment
472	Office Attendant	N C C	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
473	Clerk	National Employment Service	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
474	LD Typist	National Employment Service	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
475	Office Attendant	National Employment Service	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
476	Clerk Typist	National Employment Service	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
477	Binder Grade II	National Savings	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment

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478	Office Attendant	National Savings	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
479	Clerk	Department of Panchayats	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
480	LD Typist	Department of Panchayats	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
481	Librarian	Department of Panchayats	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), ID (M), SLD, MI (40%); e) MD involving above combinations.	Categorising of books, Indexing, maintaining Registers. Issue and Stock verification. Communication etc. Managing collection development and acquisitions, cataloging, collections management, circulation, and providing a range of services, such as reference, information, instruction, and training services	Work inside, does not involve hazards.	Locomotor disability/Cerebral Palsy, Hearing

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
482	Confidential Assistant Gr. II	Department of Panchayats	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
483	Accountant	Department of Panchayats	S, ST, MF, SE, RW, H, C	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysing Interpreting Memorising Communicating Recognising. Accountnat engaged in maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records. Keep record of all taxes, licenses, fees etc., required to be paid by organization in which engaged and ensure that they are paid in time and kept up-to-date.	The work is mostly performed inside, The worker usually works alone. Mobility and bilateral hand activities of the person should be adequate. Should have minimum functional communication skills with aids & devices.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
484	Office Attendant	National Savings	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
485	Clerk	Police Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
486	LD Typist	Police Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
487	Librarian	Police Department	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), ID (M), SLD, MI (40%); e) MD involving above combinations.	Categorising of books, Indexing, maintaining Registers. Issue and Stock verification. Communication etc. Managing collection development and acquisitions, cataloging, collections management, circulation, and providing a range of services, such as reference, information, instruction, and training services	Work inside, does not involve hazards.	Locomotor disability/Cerebral Palsy, Hearing impairment
488	Confidential Assistant Gr. II	Police Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
489	Office Attendant	Police Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

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490	Clerk cum Typist	Police Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
491	Assistant Gr. II	Police Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records, as needed.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
492	Packer	Police Department	S, ST, BN, L, PP, MF, SE, KC, C	a) LV (40-60%) b) D, HH c) LD including CP, LC, Dw, AAV ; With both arms functional d) ASD (M, MoD), ID, SLD, MI (40%-70%) e) MD involving above combination.	Packs material and products by hand in bags, barrels, baskets, boxes, cartons, and crates for the purpose of storage or transport; performing any combination of the duties. Examines products for brittleness, fragility, moisture and other characteristics. Collects packaging containers and cleans them. Lines and pads crates. Assembles cartons from flattened state. Wraps protective material around the product. Weighs containers and adjusts quantity. Places or pours product into containers or fills containers from spout or chute. Inserts excelsior, shredded paper, wood wool or paper trays on top of product. Sew bag, fits lids on container, nails, wires or otherwise closes containers. Stamps ate of packing on containers. Visually inspect materials, products and containers at each step of the packaging process.	The work is performed mostly inside. Occasional field work is involved. He usually works alone. Incumbent should be functionally able to complete the assigned task efficiently	Low Vision
493	Imaging Expert	Police Department	S, ST, W, BN, SE, RW, C	a) D, HH b) LD including CP, LC, AAV, MDy; With minimum one functional arm and one functional leg each c) ASD (M), ID, SLD, MI (40%) d) MD involving above combinations	Operating camera, taking photos of various events, making albums and keep records.	The work is performed mostly outside.	Locomotor disability/Cerebral Palsy, Hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
494	Draftsman	Police Department	S, ST, W, BN, JU, CL, MF, RW, SE, C, L, PP, KC	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; minimum functional two arms and two legs d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Prepares rough sketches and detailed work with CADD system	The work is performed both inside and outside. Workplace is often hot and dusty. Jobs in the fields are hazardous but designing work in office does not involve any hazards. The worker might work alone or in groups	Locomotor disability/Cerebral Palsy, Hearing impairment
495	Clerk	Port Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
496	Clerk Typist	Port Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
497	LD Typist	Port Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS

DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS							
Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
498	Confidential Assistant Gr. II	Port Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
499	Office Attendant	Port Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
500	Gardener	Port Department	S, ST, W, BN, KC, MF, SE	a) LV b) D, HH c) LD, LC, CP, Dw, AAV with minimum one functional arm and leg each d) ASD (M), ID, SLD, MI (40% - 70%) e) MD involving above combinations	Planting and maintaining plants and trees, greenscapes, (watering and feeding plants, trimming trees and shrubs), fertilizing and mowing lawns, weeding gardens and keeping green spaces and walkways clear of debris and litter.	Work is performed outside in hot and humid condition. No hazards are involved. Mobility and hand activities of the person should be adequate.	Low Vision
501	Black smith	Port Department	S, ST, W, BN, RW, PP, SE, H, C, MF	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum two functional arms and one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Fits assembles and repairs metal equipment with finished parts by accurately sizing components, setting levers riveting etc. studies design, sketch or model of locks etc to be made. Collects various finished components or parts and checks for accuracy of fit by supplementary tooling to remove defects	The work is mainly performed inside. The environment can be hot noisy and vibratory. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Low vision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
502	Binder Grade II (Not present in 11th pay revision)	Port Department	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing Impairment
503	Draftsman Gr II	Port Department	S, ST, W, BN, L, MF, SE, C, KC,RW	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy; with minimum functional one arm and one leg each. d) ASD (M); ID (M), SLD, MI (40%) e) MD involving above combinations.	Plan, scrutinise, coordinate and control activities/ instruct and supervise look after general administration/ and solve day-to-day problems of the workers, communication and field work/ guiding	The work is performed inside as well as outside. Mobility of the person should be adequate.	Locomotor disability, Hearing impairment
504	Packer Gr.II	Printing Department	S, ST, BN, L, PP, MF, SE, KC, C	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV ; With both arms functional d) ASD (M, MoD), ID, SLD, MI (40%- 70%) e) MD involving above combination.	Packs material and products by hand in bags, barrels, baskets, boxes, cartons, and crates for the purpose of storage or transport performing any combination of following duties. Examines products for brittleness, fragility, moisture and other characteristics. Collects packaging containers and cleans them. Lines and pads crates. Assembles cartons from flattened state. Wraps protective material around the product. Visually inspect materials, products and containers at each step of the packaging process.	The work is performed mostly inside. He usually works alone. Incumbent should be functionally able to complete the assigned task efficiently	Low Vision
505	Binder Grade II	Printing Department	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
506	Gardener	Printing Department	S, ST, W, BN, KC, MF, SE	a) LV b) D, HH c) LD including CP,LC, Dw, AAV with minimum one functional arm and leg each d) ASD (M), ID, SLD, MI (40% - 70%) e) MD involving above combinations	Planting and maintaining plants and trees, greenscapes, (watering and feeding plants, trimming trees and shrubs), fertilizing and mowing lawns, weeding gardens and keeping green spaces and walkways clear of debris and litter.	Work is performed outside in hot and humid condition. No hazards are involved. Mobility and hand activities of the person should be adequate.	Low Vision
507	Clerk	Printing Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
508	LD Typist	Printing Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
509	Confidential Assistant Gr. II	Printing Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
510	Office Attendant Gr. II	Printing Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
511	Clerk	Prisons Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
512	LD Typist	Prisons Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
513	Office Attendant	Prisons Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

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514	P.D Teacher	Prisons Department	S/ST, W, BN, L, MF, RW, SE, C	a) LV (40% - 50%) b) LD including CP, LC, , Dw, AAV with minimum functional one arm and one leg c) ASD (M, MoD), ID (M), SLD, MI (40%) d) MD involving above combinations.	Teaching. Learning. Verbally communicating. Maintaining discipline. Maintaining leadership qualities. Maintaining empathetic attitude. Skill of evaluation etc. They teach school students various subjects and languages. takes classes, set examination papers, conduct examination and evaluate answer books. Maintain class registers and records.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/group of students. Requires good communication and interaction with the students	Locomotor disability/Cerebral Palsy, Low Vision
515	Laboratory Assistant	Prisons Department	S, ST, W, MF, SE, C, RW	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), SLD, MI (40%) e) MD involving above combinations	Maintenance of Laboratory,equipment, accessories and rendering assistance in Laboratory work in connection with testing and research analytical work. Any other duties as may be assigned from time to time by Officers authorized in this behalf.	The work is mostly performed inside in well lit rooms. The worker usually does his work alone.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
516	Clerk	Public Works Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
517	LD Typist	Public Works Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
518	Office Attendant	Public Works Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
519	Clerk cum Typist	Public Works Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
520	Binder	Public Works Department	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
521	Confidential Assistant Grade II	Public Works Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor Disability/ Cerebral Palsy; Hearing Impairment; Low vision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
522	Overseer Gr. II/ Tracer	Public Works Department	S, ST, W, BN, JU, CL, MF, RW, SE, C, L, PP, KC	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; minimum functional two arms and two legs d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Deals with measurements, drawings and details of sites, machines & structures	The work is performed inside as well as outside. Mobility of the person should be adequate. Works closely with Engineers	Locomotor disability/Cerebral Palsy, Hearing impairment
523	Assistant Engineer / Assistant Director/ Assistant Structural Engineer/ Assistant Bridge Engineer/ Assistant Highway Engineer/ Assistant Geotechnical Engineer/ Assistant Electrical Design Engineer/ Assistant Plumbing Design Engineer/ Assistant HVAC Engineer/ Assistant Material Engineer/ Assistant Traffic Engineer	Public Works Department	S, ST, W, BN, JU, CL, L, MF, RW, SE, C, PP	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV; minimum two functional arms and minimum two functional legs d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Management and execution of works like construction and restoration of roads, bridges etc. Reports progress of work to the superiors periodically.	Works mostly outside. Should have minimum functional communication skills and mobility to move around for inspections.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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524	Lift Operator	Public Works Department	S/ST, MF, H, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Operates electric lift to raise or lower cage to carry passengers and goods from one floor to another safely. Operates the gate; ensures that lift is not overloaded. Mandatory safety measures to be followed. Involves risk.	The work is performed mostly inside and alone.	Locomotor disability/Cerebral Palsy, Low Vision
525	Clerk	Registration Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending, Computing, Typing, Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
526	LD Typist	Registration Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
527	Confidential Assistant Grade II	Registration Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside. The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor Disability/ Cerebral Palsy; Hearing Impairment; Low vision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
528	Office Attendant	Registration Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
529	Clerk	Rural Development Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
530	LD Typist	Rural Development Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
531	Block Panchayat Secretary/BDO	Rural Development Department	S, ST, W, BN, L, MF, SE, C, KC,	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm and one leg each. d) ASD (M); ID (M), SLD, MI (40%) e) MD involving above combinations.	Block Development Officer leads a team of development workers in the block. he coordinates activities of the staff, provide leadership to the block staff in the field of rural development.	The work is performed both inside and outside. He usually works alone though interaction with subordinates is actively required. Mobility and minimum functional communicationrequired	Locomotor disability/Cerebral Palsy

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532	Village Extension Officer Gr.II	Rural Development Department	S, ST, W, BN, L, MF, SE, C, KC,	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm and one leg each. d) ASD (M); ID (M), SLD, MI (40%) e) MD involving above combinations.	Fieldwork, Interaction with people and visiting sites and areas as required. They can be the interceptor for the Panchayat/Local Administration.	The work is performed both inside and outside. He usually works alone though interaction with subordinates is actively required. Mobility and minimum functional communication required	Locomotor disability/ Cerebral Palsy, Hearing impairment, Low Vision
533	Clerk	Sainik Welfare Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
534	Binder Gr. II	Sainik Welfare Department	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
535	Clerk Typist	Sainik Welfare Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
536	Roneo Operator	Sainik Welfare Department	MF, SE, RW, PP	a) LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum one functional arm d) ASD (M, MoD), ID, SLD, MI (40% -70%) e) MD involving above combinations	Duplicating documents in machine.	The work mostly performed inside.The worker usually works alone. Hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, LowVision

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DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS							
Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
537	Clerk	Scheduled Caste Development Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
538	Clerk cum Typist	Scheduled Caste Development Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
539	LD Typist	Scheduled Caste Development Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
540	Confidential Assistant Grade II	Scheduled Caste Development Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor Disability/ Cerebral Palsy; Hearing Impairment; Low vision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
541	Office Attendant Gr. II	Scheduled Caste Development Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
542	LD Typist	Scheduled Tribe Development Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
543	Office Attendant/ Watchman	Scheduled Tribe Development Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
544	Tribal Extension Officer	Scheduled Tribes Development Department	S, ST, W, BN, L, MF, SE, C, KC, CL, PP	a) LV (40% - 60%) b) HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm and one leg each. d) ASD (M); ID (M), SLD, MI (40%) e) MD involving above combinations.	Tribal Extension Officer function as facilitators in tribal areas for channelizing and extending the benefits of tribal development schemes to the STs. They will also make a link between the scheduled tribe beneficiaries and the local bodies / line departments.	The work is performed both inside and outside. He usually works alone though interaction with subordinates is actively required. Mobility and minimum functional communication required as work mostly involves tribal hilly areas	Locomotor disability/Cerebral Palsy

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
545	Child Development Project Officer	Women and Child Development Department	S, ST, W, BN, L, MF, SE, C, KC, CL, H	a) LV (40% - 60%) b) D, HH c) LD, including CP, LC, Dw, AAV, MDy with minimum functional one arm and one leg each. d) ASD (M); ID (M), SLD, MI (40%) e) MD involving above combinations.	Facilitate program processes for project planning, budgeting, implementation and delivery of the project, monitoring, employee development and organizational learning. involves field visits for monitoring Anganwady	The work is performed both inside and outside.	Locomotor disability/Cerebral Palsy
546	Craft Instructor	Women and Child Development Department	S/ST, RW, SE, C, MF	a) B, LV b) D, HH . c) LD including CP, LC, Dw, AAV d) ASD (M), ID (M) SLD, MI (40%) e) MD involving above combinations excluding A and B combination.	Teaching. Maintaining artistic sense. Maintaining accuracy etc.. Gives instructions to students in schools and training institutions in manual crafts such as tailoring, origamy, knitting etc. gives demonstrations of process, supervises and guides students.	The work is mostly performed inside in well lit rooms. The worker usually teaches. Should have minimum functional communication skills for interaction with children	Blindness, Low Vision
547	Weaving Instructor	Women and Child Development Department	S, ST, W, MF, SE, RW, H, C	a) B, LV b) D, HH c) LD including CP, LC,Dw, AAV with minimum two functional arms and two functional legs d) ASD (M, MoD), ID, SLD, MI (40%) e) MD involving above combinations.	Teaching in the field of Weaving	Should have minimum functional communication skills for interaction with children	Blindness, Low vision
548	Office Attendant Gr. II	Women and Child Development Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

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549	Clerk	Women and Child Development Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
550	LD Typist	Women and Child Development Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
551	Clerk-Typist	Women and Child Development Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
552	Confidential Assistant Grade II	Women and Child Development Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor Disability/ Cerebral Palsy; Hearing Impairment; Low vision

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553	Gardener	Women and Child Development Department	S, ST, W, BN, KC, MF, SE	a) LV b) D, HH c) LD including LC, CP, Dw, AAV with minimum one functional arm and leg each d) ASD (M), ID, SLD, MI (40% - 70%) e) MD involving above combinations	Planting and maintaining plants and trees, greenscapes, (watering and feeding plants, trimming trees and shrubs), fertilizing and mowing lawns, weeding gardens and keeping green spaces and walkways clear of debris and litter.	Work is performed outside in hot and humid condition. No hazards are involved. Mobility and hand activities of the person should be adequate.	Low Vision
554	Office Attendant	Social Justice Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
555	Clerk	Social Justice Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
556	LD Typist	Social Justice Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
557	Clerk-Typist	Social Justice Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
558	Confidential Assistant Grade II	Social Justice Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor Disability/ Cerebral Palsy; Hearing Impairment; Low vision
559	Clerk	Soil Survey & Soil Conservation	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
560	Clerk-Typist	Soil Survey & Soil Conservation	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
561	LD Typist	Soil Survey & Soil Conservation	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
562	Confidential Assistant Grade II	Soil Survey & Soil Conservation	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor Disability/ Cerebral Palsy; Hearing Impairment; Low vision
563	LGS	Soil Survey & Soil Conservation	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
564	Work Superintendent	Soil Survey & Soil Conservation Department	S,ST,W, BN, L, KC, MF, SE, RW,C	a) D, HH b) LD including LC, Dw, AAV with minimum functional one arm and one leg each c) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Supervising various allotments of works and monitoring. Involves field work. Keep records.	The work is performed inside as well outside.	Locomotor disability/ Cerebral Palsy, Hearing impairment
565	Clerk	Sports & Youth Affairs Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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566	Typist	Sports & Youth Affairs Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC; Dw; AAV; MDy minimum functional both arms (two) d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work.	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
567	Confidential Assistant	Sports & Youth Affairs Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor Disability/ Cerebral Palsy; Hearing Impairment; Low vision
568	Office Attendant	Sports & Youth Affairs Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
569	Librarian III	State Central Library	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), ID (M), SLD, MI (40 %- 60%); e) MD involving above combinations.	Categorising of books, Indexing, maintaining Registers. Issue and Stock verification. Communication etc. Managing collection development and acquisitions, cataloging, collections management, circulation, and providing a range of services, such as reference, information, instruction, and training services	Work inside, does not involve hazards.	Locomotor disability/Cerebral Palsy, Hearing

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
570	Librarian IV	State Central Library	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), ID (M), SLD, MI (40%- 60%); e) MD involving above combinations.	Categorising of books, Indexing, maintaining Registers. Issue and Stock verification. Communication etc. Managing collection development and acquisitions, cataloging, collections management, circulation, and providing a range of services, such as reference, information, instruction, and training services	Work inside, does not involve hazards.	Locomotor disability/Cerebral Palsy, Hearing
571	Binder Gr II	State Central Library	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
572	Chowkidar	State Central Library	S,ST,W,PP,L, BN,MF,SE,H,C	a) LV (40% -50%) b) HH c) LD including CP, LC, Dw, AAV with minimum functional legs (two) and one arm d) ASD (M), SLD, MI (40%) e) MD Involving the above combinations excluding a combination of (a) and (b)	Watchman; Chowkidar guards buildings, premises etc. against fire, theft, illegal entry and other such contingencies. Patrols around buildings and premises frequently, watches for fire hazards, presence of unauthorized persons. Reports irregularities or anything found tampered to authorities. Informs higher authorities, police, fire brigade in emergency.	The work is performed mostly outside. He usually works alone. Bilateral hand activities and mobility should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment
573	F T Gardener	State Central Library	S, ST, W, BN, KC, MF, SE	a) LV b) D, HH c) LD including LC, CP, Dw, AAV with minimum one functional arm and leg each d) ASD (M), ID, SLD, MI (40 %- 70%) e) MD involving above combinations	Planting and maintaining plants and trees, greenescapes, (watering and feeding plants, trimming trees and shrubs), fertilizing and mowing lawns, weeding gardens and keeping green spaces and walkways clear of debris and litter.	Work is performed outside in hot and humid condition. No hazards are involved. Mobility and hand activities of the person should be adequate.	Low Vision

DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS

DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS							
Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
574	Clerk	State Insurance Department	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
575	LD Typist	State Insurance Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
576	Office Attendant	State Insurance Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
577	Clerk	State Planning Board	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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578	LD Typist	State Planning Board	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
579	Office Attendant	State Planning Board	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
580	Roneo Operator	State Planning Board	MF, SE, RW, PP	a) LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum one functional arm d) ASD (M, MoD), ID, SLD, MI (40% -70%) e) MD involving above combinations	Duplicating documents in machine.	The work mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, LowVision
581	Chowkidar	State Planning Board	S,ST,W,PP,L, BN,MF,SE,H,C	a) LV (40% -50%) b) HH c) LD including CP, LC, Dw, AAV with minimum functional legs (two) and one arm d) ASD (M), SLD, MI (40%) e) MD Involving the above combinations excluding a combination of (a) and (b)	Watchman; Chowkidar guards buildings, premises etc. against fire, theft, illegal entry and other such contingencies. Patrols around buildings and premises frequently, watches for fire hazards, presence of unauthorized persons. Reports irregularities or anything found tampered to authorities. Informs higher authorities, police, fire brigade in emergency.	The work is performed mostly outside. He usually works alone. Bilateral hand activities and mobility should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment

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582	Draftsman	State Planning Board	S, ST, W, BN, L, MF, SE, C, KC,RW	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy; with minimum functional one arm and one leg each. d) ASD (M); ID (M), SLD, MI (40%) e) MD involving above combinations.	Plan, scrutinise, coordinate and control activities/ instruct and supervise look after general administration/ and solve day-to-day problems of the workers, communication and field work/ guiding	The work is performed inside as well as outside. Mobility of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment (Low Vision for Overseer only)
583	Telephone Operator	State Planning Board	S/ST, RW, H, C, MF	a) B, LV b) LD including CP, LC, Dw, AAV, MDy. c) ASD (M), ID (M), SLD, MI (40%); d) MD involving above combinations.	Handling telephone and answering. Communicating skills for receiving information and conveying information required. Probing. Memorising etc may be required. Communicating the contents/gist to appropriate officials	The work is mostly performed inside.	Locomotor disability/ Cerebral Palsy, Low vision
584	Confidential Assistant Grade II	Soil Survey & Soil Conservation	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor Disability/ Cerebral Palsy; Hearing Impairment; Low vision
585	Clerk	State Water Transport	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
586	Confidential Assistant Gr II	State Water Transport	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
587	Office Attendant	State Water Transport	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
588	Pump Operator	State Water Transport	S/ST, W, BN, MF, SE,H	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one and one leg each d) ASD (M, MoD), SLD, MI (40%) e) MD involving above combinations.	Operates one or more power-driven machines for pumping, storing and supplying liquids or other fluid materials or for dewatering purposes. Starts pump, observes its operation,adjusts control to maintain correct rate of pumping, classes, oils and grease.	Work is performed inside as well as outside. Mobility of the person should be adequate.	Low Vision
589	Black smith Gr. II	State Water Transport	S, ST, W, BN, RW, PP, SE, H, C, MF	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum functional arms (two) and one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Fits assembles and repairs metal equipment with finished parts by accurately sizing components, setting levers riveting etc. studies design, sketch or model of locks etc to be made. Collects various finished components or parts and checks for accuracy of fit by supplementary tooling to remove defects	The work is mainly performed inside. The environment can be hot noisy and vibratory. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Low vision

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590	Carpenter	State Water Transport	S, ST, W, BN, RW, PP, L, SE, C, MF	a) D, HH b) LD including , LC, Dw, AAV with minimum functional arms (two) and one leg c) ASD (M, MoD), SLD, MI (40% - 70%); d) MD involving above combinations.	Makes, assembles, alters and repairs wooden structures and articles according to sample or drawing using hand or power tools or both. Studies drawing on sample to understand type of structure or article to be made and calculates quantity of timber required.	The work is mainly performed outside .	Locomotor disability/Cerebral Palsy, Hearing impairment
591	Boat Master	State Water Transport	S, ST, MF, SE, L, CL, PP, C	a) D, HH b) LD including CP, LC, Dw, AAV; with minimum functional arms (two) and (two) legs c) SLD d) MD involving above combinations	Take complete responsibility for running and maintaining the boat when passengers are on board. Maneuver the boat in all conditions, routine and emergency. Need to communicate with the crew and need to ensure the boat is safe, clean and adequately stocked and equipped with the required materials	The work is performed outside. Mobility and hand activities of the person should be adequate.	Locomotor disability, Hearing impairment
592	Clerk	State Transport Appellate Tribunal	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
593	LD Typist	State Transport Appellate Tribunal	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
594	Office Attendant Gr II	State Transport Appellate Tribunal	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness

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595	Surveyor Gr.II	Survey and Land Records Departments	S,ST,W, BN, L, KC, MF, SE, RW, H	a) D, HH b) LD including LC, Dw, AAV with minimum functional one arm and one leg each c) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Surveyors perform mathematical calculations using specialized equipment in order to measure, mark, and delineate the boundaries of land. They calculate the dimensions, elevations, shapes, and contours of sites.	The work is performed mostly outside as well as inside. Work is usually done in a group. Mobility should not be restricted.	Locomotor disability/ Cerebral Palsy, Hearing impairment
596	Pressman	Survey and Land Records Departments	S/ST, BN, MF, RW, SE, C, L, PP	a) D, HH b) LD including CP, LC; Dw; AAV; minimum functional arms (two) and one leg c) ASD (M, MoD); SLD; ID (M); MI (40%) d) MD involving above combinations.	Set up each press to the specifications of each run. Oversee other technicians as they operate the presses. Quality check each press to ensure the run meets standards. Troubleshoot printing or mechanical issues. Perform regular maintenance to prevent these issues.	The work is performed inside. Mobility and hand functions of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment
597	Superintendent of Survey and Land Records	Survey and Land Records Departments	S,ST,W, BN, L, KC, MF, SE, RW, H	a) D, HH b) LD including LC, Dw, AAV with minimum functional one arm and one leg each c) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Is in charge of field unit, test checks the work of the surveyors and supervises the field work, disposes the complaints received, look after discipline in administrative matters	The work is performed mostly inside as well as outside. Work involves active interaction with subordinates. The work place is well lit It does not involve any hazards.	Locomotor Disability/Cerebral Palsy, Hearing impairment
598	Photographer	Survey and Land Records Departments	S, ST, W, BN, SE, RW, C	a) D, HH b) LD including CP, LC, AAV, MDy; With minimum one functional arm and minimum one functional leg each c) ASD (M), ID, SLD, MI (40%) d) MD involving above combinations	Operating camera, taking photos of various events, making albums and keep records.	The work is performed mostly outside.	Locomotor disability/Cerebral Palsy, Hearing impairment
599	Binder	Survey and Land Records Departments	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
600	Lecturer in Engineering/ Technology (Polytechnics)	Technical Education Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Developing course material and curricula, inspiring meaningful discussions, attending conferences, consulting with other academics and professionals, supervising graduate students, grading assignments, conducting examinations	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/ group of students. Mobility and bilateral hand activities should be adequate.	Locomotor disability/ Cerebral Palsy, Low vision
601	Assistant Professor (Engineering Colleges) Lecturer in Engineering Technology	Technical Education Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They teach college students one or more science subjects. Deliver lecture, guide and supervise practical work. Set examination papers, conduct examinations and mark paper. Maintain class registers and records may conduct or guide research work.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/ group of students. Mobility and bilateral hand activities should be adequate.	Locomotor disability/ Cerebral Palsy, Low vision
602	Lecturer in Engineering Instrument Technology	Technical Education Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They teach college students one or more science subjects. Deliver lecture, guide and supervise practical work. Set examination papers, conduct examinations and mark paper. Maintain class registers and records may conduct or guide research work.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/ group of students. Mobility and bilateral hand activities should be adequate.	Locomotor disability/ Cerebral Palsy, Low vision
603	Lecturer in Computer Application & Business Management	Technical Education Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They teach college students one or more science subjects. Deliver lecture, guide and supervise practical work. Set examination papers, conduct examinations and mark paper. Maintain class registers and records may conduct or guide research work.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/ group of students. Mobility and bilateral hand activities should be adequate.	Locomotor disability/ Cerebral Palsy, Low vision

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604	Lecturer in Printing Technology (Lecturer in composing/ Lecturer in Process Engraving/ Lecturer in Letter press Printing)	Technical Education Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They teach college students one or more science subjects. Deliver lecture, guide and supervise practical work. Set examination papers, conduct examinations and mark paper. Maintain class registers and records may conduct or guide research work.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/ group of students. Mobility and bilateral hand activities should be adequate.	Locomotor disability/ Cerebral Palsy, Low vision
605	Lecturer (College of Fine Arts)	Technical Education Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They teach college students one or more Fine Arts Subjects and deliver lectures and conduct seminars. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside.	Locomotor disability/ Cerebral Palsy, Low vision
606	Lecturer in Commerce	Technical Education Department	S/ST, MF, SE, RW, H,C	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They teach college students one or more subjects and deliver lectures and conduct seminars. Set examination papers, conduct examination and evaluate answer books. Maintain class registers and records. May conduct research and guide research work.	The work is performed mostly inside.	Locomotor disability/ Cerebral Palsy, Low vision

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607	Lecturer in Commercial Practice	Technical Education Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They teach college students. Deliver lecture, guide and supervise practical work. Set examination papers, conduct examinations and mark paper. Maintain class registers and records may conduct or guide research work.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/ group of students. Mobility and bilateral hand activities should be adequate.	Locomotor disability/ Cerebral Palsy, Low vision
608	Instructor Gr.II	Technical Education Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including, CP, LC, Dw, AAV, MDy with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	They identify training needs, plan, formulate and execute institutional and or on the jobs in service training programmes within the frame of policies of the organizations/Depts. Aimed at improving personnel efficiency and output Advise and assist in development of syllabi programmes, training materials /aids study policies, procedures, instruments and other related documents Prepare notes, comments, concerning field problems to modify/ draft operational instructions.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/ group of students. Mobility and bilateral hand activities should be adequate.	Low Vision
609	Instructor (Arts & Crafts) (Training College)	Technical Education Department	S/ST, RW, MF, SE, H, C	a) LV b) LD including CP, LC, Dw, AAV: with two minimum functional arms c) ASD (M), SLD, MI (40% - 70%) d) MD involving above combinations.	Gives instructions to students in training institutions in manual crafts such as carpentry, tailoring, weaving, book binding, blacksmithy etc.	The work is performed mostly inside. Requires very good communication skills for interaction with students.	Locomotor disability/Cerebral Palsy, LowVision
610	Workshop Instructor	Technical Education Department	S, ST, W, MF, SE, RW, H, C	a) D, HH b) LD including CP, LC,Dw, AAV with minimum one functional arm c) ASD (M, MoD),SLD, MI (40%) d) MD involving above combinations.	They identify training needs, plan, formulate and execute institutional and or on the jobs in service training programmes within the frame of policies of the organizations/Depts. Aimed at improving personnel efficiency and output Advise and assist in development of syllabi programmes, training materials /aids study policies, procedures, instruments and other related documents Prepare notes, comments, concerning field problems to modify/ draft operational instructions.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/ group of students. Mobility and bilateral hand activities should be adequate.	Low Vision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
611	Demonstrator in Engineering	Technical Education Department	S, ST, W, MF, SE, RW, H, C	a) D, HH b) LD including CP, LC,Dw, AAV with minimum one functional arm c) ASD (M, MoD), ID, SLD, MI (40%) d) MD involving above combinations.	Aimed at improving personnel efficiency and output of children. Advise and assist in development of syllabi programmes, training materials /aids study policies, procedures, instruments and other related documents To oversee students carrying out such experiments, exercises etc and offer assistance as appropriate, To demonstrate use of practical equipment, conduct experiments, exercises, workshops and/or processes and to answer questions related to those demonstrations	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/ group of students. Mobility and bilateral hand activities should be adequate.	Low Vision
612	Assistant Instructor in Shorthand (GPTC)	Technical Education Department	S, ST, W, MF, SE, RW, H, C	a) D, HH b) LD including CP, LC,Dw, AAV with minimum one functional arm c) ASD (M, MoD), SLD, MI (40%) d) MD involving above combinations.	They teach college students. Deliver lecture, guide and supervise practical work. Set examination papers, conduct examinations and mark paper. Maintain class registers and records may conduct or guide research work.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/ group of students. Mobility and bilateral hand activities should be adequate.	Locomotor Disability/ Cerebral Palsy
613	Instructor Gr II (Textile Spinning/Weaving & Textile Chemistry)	Technical Education Department	S, ST, W, MF, SE, RW, H, C	a) D, HH b) LD including CP, LC,Dw, AAV with minimum functional arms (two) and legs (two) c) ASD (M, MoD), ID, SLD, MI (40%) d) MD involving above combinations.	They identify training needs, plan, formulate and execute institutional and or on the jobs in service training programmes within the frame of policies of the organizations/Depts. Aimed at improving personnel efficiency and output Advise and assist in development of syllabi programmes, training materials /aids study policies, procedures, instruments and other related documents Prepare notes, comments, concerning field problems to modify/ draft operational instructions.	The work is mostly performed inside in well lit rooms. The worker usually works alone or teaches relevant subjects to the class/ group of students. Mobility and bilateral hand activities should be adequate.	Locomotor Disability/ Cerebral Palsy, Hearing Impairment
614	Spinning Mechanic	Technical Education Department	S, ST, W, MF, SE, RW, H, C	a) D, HH b) LD including CP, LC,Dw, AAV with minimum functional arms (two) and legs (two) c) ASD (M, MoD), ID, SLD, MI (40%) d) MD involving above combinations.	To lookout for technical defects in machine, resolve & maintain them.	Work is performed lit rooms. Inside well.	Locomotor Disability/ Cerebral Palsy, Hearing Impairment

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615	Mechanic in Textile Technology	Technical Education Department	S, ST, W, BN, RW, PP, SE, H, C, MF	a) LV (40% - 50%) b) D, HH c) LD including LC, Dw, AAV with minimum functional arms (two) and one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	To lookout for technical defects in machine, resolve & maintain them.	Work is performed lit rooms. Inside well.	Locomotor Disability/ Cerebral Palsy, Hearing Impairment
616	Typewriter Mechanic	Technical Education Department	S, ST, W, BN, RW, PP, SE, H, C, MF	a) LV (40% - 50%) b) D, HH c) LD including LC, Dw, AAV with minimum functional arms (two) d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Repaires, overhauls and resembles typewriters and calculating machines for efficient performance. Examines machine to locate defects by manipulating all parts of typewriter or calculating machine and observing imprint of impressions on paper or calculation recorded onmeters.	The work is mainly peformed inside in well lit rooms. No hazard is involved. Mobility of the person should beaderuate.	Locomotor Disability/ Cerebral Palsy, Hearing Impairment
617	Tradesman	Technical Education Department	S, ST, W, BN, RW, PP, SE, H, C, MF	a) LV (40% - 50%) b) D, HH c) LD including LC, Dw, AAV with minimum functional arms (two) and one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Working on machines, material handling, directly involved in production and maintenance activities.	The work is mostly performed inside in well lit rooms. The worker usually does his work alone. It does not involve any hazard.	Locomotor Disability/ Cerebral Palsy, Hearing Impairment, Low Vision
618	Boiler Assistant	Technical Education Department	S, ST, W, BN, MF, SE, L, PP, H, C, KC	a) LV (40% - 60%) b) D, HH b) LD including CP, LD, LC, Dw, AAV, MDy With minimum one functional leg. d) ASD (M, MoD), ID (M), SLD, MI (40%) e) MD involving above combinations	Boiler Attendant operates boilers to generate steam of required pressure by controlling and adjusting water feed, draught, evaporation, fire, etc., for heat or power. Opens water-pipe valve in tank through glass tube attached to it and closes water-pipe when boiler tank is filled with water to required level.	The work is performed inside as well as outside. Mobility of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
619	Carpenter	Technical Education	S, ST, W, BN, RW, PP, L, SE, H, C, MF	a) LV (40% - 60%) b) D, HH c) LD including , LC, Dw, AAV with minimum functional arms (two) and one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Makes, assembles, alters and repairs wooden structures and articles according to sample or drawing using hand or power tools or both. Studies drawing on sample to understand type of structure or article to be made and calculates quantity of timber required.	The work is mainly performed outside .	Locomotor Disability/ Cerebral Palsy, Hearing Impairment

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620	Craft Instructor	Technical Education Department	S, W, RW, SE, C	a) LV b) D, HH . c) LD including CP, LC, Dw, AAV d) ASD (M), ID (M) SLD, MI (40%) e) MD involving above combinations.	Teaching. Maintaining artistic sense. Maintaining accuracy etc Gives instructions to students in schools and training institutions in manual crafts such as carpentry, tailoring, weaving, book binding, blacksmithy etc. Imparts theoretical instructions in use of tools, mechanical drawings, blueprint reading and related subjects; gives demonstrations of process and operation in workshop; supervises and guides students in their practical work. Looks after stores, equipment and tools..	The work is mostly performed inside in well lit rooms. The worker usually teaches.	Blindness, Low Vision
621	Pump Operator	Technical Education Department	S/ST, W, BN, MF, SE,H	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm and one leg each d) ASD (M, MoD), SLD, MI (40%) e) MD involving above combinations.	Operates one or more power-driven machines for pumping, storing and supplying liquids or other fluid materials or for dewatering purposes. Starts pump, observes its operation,adjusts control to maintain correct rate of pumping, classes, oils and grease.	Work is performed inside as well as outside. Mobility of the person should be adequate.	Low Vision
622	Weaving instructor	Technical Education	S, ST, W, MF, SE, RW, H, C	a) D, HH b) LD including CP, LC,Dw, AAV with minimum functional arms (two) and legs (two) c) ASD (M, MoD), ID, SLD, MI (40%) d) MD involving above combinations.	Teaching and Weaving in the field of Textile Engineering.	Should have functional commutation skills	Blindness, Lowvision
623	Draftsman Gr. II/ Draftsman	Technical Education	S, ST, W, BN, L, MF, SE, C, KC,RW	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy; with minimum functional one arm and one leg each. d) ASD (M); ID (M), SLD, MI (40%) e) MD involving above combinations.	Plan, scrutinise, coordinate and control activities/ instruct and supervise look after general administration/ and solve day-to-day problems of the workers, communication and field work/ guiding	The work is performed inside as well as outside. Mobility of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment

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624	Clerk	Technical Education	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
625	LD Typist	Technical Education	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
626	LD Binder	Technical Education	S/ST, MF, SE, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID, SLD, MI (40% - 70%) e) MD involving above combinations.	Handling files, books, registers Accuracy. Perfection in binding with perforating, cutting, stitching, fixing covers, fixing leather or calico back and corners, embossing letters on covers, gold finishing, etc.	The work is performed mostly inside. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment
627	Pharmacist (Chemist)	Health Services Laboratory Services General	S, ST, W, RW, MF, SE, H, C, L, PP, BN, KC	a) D, HH b) LD including CP, LC, Dw, AAV; With minimum functional arms (two) c) SLD	Chemists who specialize in dispensing drugs prescribed by physicians and providing information to patients about their side effects and use. Junior Chemists must understand the composition of medicines, as well as the laws that regulate their manufacture and sale. They store medicines, keeping them safe, pure, and effective. They are required by law to maintain records of the drugs they handle.	Work in calm and quite environment with good light condition. Communication and hearing is essential. Only person delivering medicines dealing with patients from different strata. It is risky not to have eyesight and hearing.	Locomotor disability/Cerebral Palsy, Hearing impairment

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628	Dental Hygienist	Health Services Laboratory Services General	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV; With minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Dental hygiene work of patients and to assist dentist during procedures.	The work is performed inside. Usually workers work along with dentists assisting them. Place is well lit. Should have minimum functional communication skills.	Locomotor disability
629	E. C. G Technician Gr. II (Entry Cadre)	Health Services Other Technical Services	S, ST, W, RW, MF, SE, H, C, L, PP	a) D, HH b) LD including CP, LC, Dw, AAV; With minimum functional two arms and minimum one functional leg c) SLD, MI (40%) d) MD involving above combinations.	Perform the ECG test. Prepare the patients and diagnostic equipment for the procedure. Handover of the reports to the patients after Physicians reporting. To adhere to the safety norms.	Work is performed inside well lit rooms. Should have good co-ordination with eye and hand.	Locomotor disability/Cerebral Palsy, Hearing impairment
630	E. N.T Technician Gr. II Query on Existence of the Post	Health Services Other Technical Services	S, ST, W, RW, MF, SE, H, C	a) D, HH Query on Communication b) LD including CP, LC, Dw, AAV; With minimum two functional arms c) SLD, MI (40%) d) MD involving above combinations.	Maintenance and cleaning of all equipments and machineries. Assisting for collection of spares. Assisting for depositing of unserviceable components.	The work is mostly performed inside in well lit rooms. The worker usually does his work alone. It does not involve any hazard.	Locomotor disability/Cerebral Palsy, Hearing impairment
631	Blood Bank Technician Gr. II Entry level	Health Services Other Technical Services	S, ST, W, RW, MF, SE, H, C	a) D, HH b) LD including CP, LC, Dw, AAV; With minimum two functional arms c) SLD d) MD involving above combinations.	Collection & preservation of Blood. Seeing and handling blood may trigger and episode, so MI excluded	Should have minimum communication skill with assistive listening devices. Mobility and bilateral hand activities should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment
632	Junior Laboratory Attender	Health Services Laboratory Services General	S, ST, W, RW, MF, SE, H, C	a) D, HH b) LD including CP, LC, Dw, AAV; With minimum functional arms (two) c) SLD, MI (40%) d) MD involving above combinations.	Maintenance of Laboratory Plant, equipment accessories and rendering assistance in Laboratory work in connection with research analytical work. Any other duties as may be assigned from time to time by Officers authorized in this behalf.	The work is mostly performed inside in well lit rooms. The worker usually does his work alone. It does not involve any hazard. Vision is crucial to interpreting slides and samples and hence low vision is excluded.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision

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633	Laboratory Technician Gr. II	Health Services Laboratory Services General	S, ST, W, RW, MF, SE, H, C	a) D, HH b) LD including CP, LC, Dw, AAV; With minimum functional arms (two) c) SLD, MI (40%) d) MD involving above combinations.	Laboratory Technician arranges and sets various instruments and apparatus in clinical laboratory for conducting pathological and bacteriological study and conducts routine tests of blood, urine, sputum etc. For medical purposes and for diagnosis of diseases. Sets in position required apparatus and equipment and makes necessary electrical connections. Prepares standard solutions, reagents, media for culture etc. By weighing, grinding, mixing and dissolving prescribed proportion of sample or chemical in water or other liquids etc. Collects samples such as water, urine, blood, sputum etc. In clean and sterile containers or slides for bacteriological, pathological or biological study. Assists in conducting routine test of urine, stool, sputum or blood to determine sugar content, germs or worms or blood groups as required. Mounts and prepares slides with specimens for microscopic study by physicians and specialists. Washes, cleans and dries apparatus and equipment after use and maintains them in proper workingcondition.	The work is performed inside as well as outside. Requires fine eye hands coordination while performing task. minimum functional communication skills required.	Locomotor disability/Cerebral Palsy, Hearing impairment
634	Medical Record Librarian II	Health Services	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), SLD, MI (40 - 60%); e) MD involving above combinations.	Categorising of books, Indexing, maintaining Registers. Issue and Stock verification. Communication etc. Managing collection development and acquisitions, cataloging, collections management, circulation, and providing a range of services, such as reference, information, instruction, and training services	Work inside, does not involve hazards.	Locomotor disability/Cerebral Palsy, Hearing Impairment
635	Optometrists	Health Services	S, ST, W, RW, MF, SE, H, C	a) D, HH b) LD including CP, LC, Dw, AAV; With minimum two functional arms c) SLD, MI (40%) d) MD involving above combinations.	Dispensing fabricates lenses to prescription specifications, fits lenses in frames, assists customer in choice of frames and fits frames to customer. Reads prescription for frame and lens specifications. Assists customer in choosing frames by advising correct size and	The work is performed inside. Requires fine eye hands coordination while performing task	Locomotor Disability/Cerebral Palsy

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636	Publication Assistant	Health Services Publication	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy; With minimum functional one arm d) ASD (M), SLD, MI (40% - 70%); e) MD involving above combinations.	Publication assistants provide assistance to editors in all stages during the publication of books, journals, magazines and other materials. They support editorial staff with the administration related to commissioning, planning and production of publication materials.	Work is performed inside.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
637	Staff Nurse Gr. II Admission Guidelines: 40% -50% Locomotor Disability	Health Services Nursing Services- Hospital Wing	S, ST, W, MF, RW, SE, H, C	a) LD including CP, LC, Dw, AAV; With 40% - 50% disability in the lower extremities as per Nursing Council Guidelines as amended from time to time	Gives bedside care in cases of illness, assists Physician in examination and operation of patient and performs other nursing tasks. Maintains record of patient's treatment, temperature, respiration, pulse rate, nourishment, progress, etc. Administers medicines and injections, as prescribed; dresses wounds and renders first aid.	The work is performed inside as well as outside, the work place is a well- lit room. Communication is essential	Locomotor disability/ Cerebral Palsy, Hearing impairment
638	Technical Assistant Gr. II	Health Services Public Health	S, ST, W, RW, MF, SE, H, C	a) D, HH Query on Communication b) LD including CP, LC, Dw, AAV; With minimum functional arms (two) c) SLD, MI (40%) d) MD involving above combinations.	Label and sort tissue samples and specimens. Load and operate lab testing equipment. Collect blood samples and body fluids from patients for lab testing. Prepare slides of blood and other fluids for study under a microscope. Perform simple tests on body fluids using control procedures. Supervisory Post. Communication is essential.	The work is mostly performed inside in well lit rooms. The worker usually does his work alone. It does not involve any hazard.	Locomotor disability/ Cerebral Palsy, Hearing impairment, Low Vision
639	Junior Health Inspector Grade II	Health Services Public Health	S, ST, W, MF, RW, SE, H, C	a) D, HH c) LD including CP, LC, Dw, AAV; With minimum functional one arm and one leg each d) SLD e) MD involving above combinations.	Checks for adulteration in water and food. Collecting blood samples for detecting communicable diseases. Checking water sample for contamination. Conducts awareness & health education classes	The work is performed inside as well as outside. Extensive touring is involved. Work place is usually in the communities. Bilateral hand activities should be adequate.	Locomotor disability/ Cerebral Palsy, Hearing impairment
640	House Keeper	Health Services Public Health	S, ST, W, BN, MF, RW, SE, KC, C, PP, L	a) LV (40% - 60%) b) D, HH c) LD including, CP, LC, Dw, AAV ;With minimum functional arms (two) d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Responsible for cleaning and reporting and upkeep of room	The work is performed inside as well as outside. Good eye hand coordination is needed. Mobility of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision

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641	Scientific Officer	Health Services Public Health Laboratory	S, ST, W, MF, SE, C, RW	a) D, HH b) LD including CP, LC, Dw, AAV with minimum one functional arm and one functional leg each c) ASD (M,), SLD, MI (40%) d) MD involving above combinations	The incumbent will participate in ongoing immunological studies of the Institutes. In addition, the job will require development and execution of research proposals.	The work is laboratory based, involves field-visits,	Locomotor Disability/Cerebral Palsy
642	Junior scientific Officer	Health Services Common Categories in Laboratories	S, ST, W, MF, SE, C, RW	a) D, HH b) LD including CP, LC, Dw, AAV with minimum one functional arm and one functional leg each c) ASD (M,), SLD, MI (40%) d) MD involving above combinations	The incumbent will participate in ongoing immunological studies of the Institutes. In addition, the job will require development and execution of research proposals.	The work is laboratory based, involves field-visits,	Locomotor Disability/Cerebral Palsy
643	Junior Scientific Officer	Health Services Laboratory Services General	S, ST, W, MF, SE, C, RW	a) D, HH b) LD including CP, LC, Dw, AAV with minimum one functional arm and one functional leg each c) ASD (M, MoD), SLD, MI (40%) d) MD involving above combinations	The incumbent will participate in ongoing immunological studies of the Institutes. They will assist their superiors in the research.	The work is performed mostly inside. It does not involve any hazard. Mobility and hand function should be adequate.	Locomotor Disability/Cerebral Palsy
644	Dhobi	Health Services Other Miscellaneous Categories	S, ST, L, BN, KC, PP, MF, SE, C	a) LV b) D, HH c) LD including CP, LC; Dw; AAV; With minimum functional arms (two) and minimum one functional leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Dhobi; LaundryMan washes and cleans garments and other articles of washable fabrics and presses them. Physical labour requiring bilateral hand movements.	The work is performed mostly outside. Bilateral hand activities should be adequate.	Locomotor disability/ Cerebral Palsy, Hearing impairment, Low Vision
645	Hospital Attendant	Health Services Public Health	S, ST, W, BN, L, PP, RW, SE, H, C	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV, with minimum functional both arms and both legs d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Helps nursing staff in hospitals, nursing homes in taking care of patients, and performs various miscellaneous low-skilled tasks. Assists Nurses in taking nursing care of patients and rendering othermiscellaneous services, such as giving baths, enemas, feeding them at fixed hours, preparing beds, bringing medicines from dispensary etc. Taking care of cleaning, giving food & water to patients	The work is performed inside as well as outside. The job may requirescolour identification and sitting for long periods.	Locomotor disability/Cerebral Palsy, Hearing impairment, Blindness/Low Vision

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646	Lascar and Bottle Cleaner	Health Services Public Health	S, ST, W, MF, SE, H, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV; With minimum functional one arm and one leg d) ASD (M, MoD), SLD, MI (40%) e) MD involving above combinations	Cleans the dishes, utensils etc. Collects the used dishes, cups, plates etc. Put them in the leaning place, washes with cleaning powder / detergent, cleans and dries. Keep cleaned articles in the racks etc.	The work is performed mostly inside. Occasional field work is involved. He usually works alone.	Locomotor disability/Cerebral Palsy, Hearing impairment
647	Painter	Health Services Public Health	S, ST, L, BN, KC, PP, MF, SE, C	a) LV (40% - 60%) b) D, HH c) LD including CP, LC; Dw; AAV; With minimum functional arms (two) and minimum one functional leg d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Painter, General applies decorative or protective coats of paint, varnish, shellack, enamel, lacquer or other materials on exterior or interior surfaces, trimming and fixtures of glass, metal, wood, plaster concrete brick, building boards or other objects using brush, spray gun, roller, stencils etc.	The work is performed inside and outside. Mobility of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low vision
648	Record Attender	Health Services Other Miscellaneous Categories	S/ST, RW, C, MF, SE	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm d) ASD (M), SLD, MI (40 - 60%); e) MD involving above combinations.	Categorising of medical and forensic records books, documents, indexing, maintaining registers. Issue and Stock verification. Communication etc.	Work inside, does not involve hazards.	Locomotor disability/Cerebral Palsy, Hearing impairment
649	Silk Screen Printingcum-Duplicating Operator	Health Services Public Health	S, ST, BN, MF, SE, W, L,	a) LV b) D, HH c) LD including CP, LC; Dw; AAV; With minimum functional arms (two) and minimum one functional leg. d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Silk Screen Printing cuts stencils by hand, according to design, for use in silk- screen printing. Superimposes shellacked transparent paper on design of matter, to be reproduced and cuts with knife outline of design in shellac without cutting paper. Prints on metal, paper, textile and other materials by means of silk screen process.	The work is performed inside	Locomotor disability/Cerebral Palsy, Hearing impairment
650	Van Cleaner	Health Services Transport Organization	S,ST,W,L,BN, PP,MF,KC,SE, H,RW	a) LV b) D, HH c) LD including CP, LC, Dw, AAV; With minimum functional one arm and one leg each d) ASD (M, MoD), ID, SLD, MI (40% -70%) e) MD involving above combinations.	Cleaner, Motor Vehicle cleans and lubricates moving parts of motor cars, trucks and other automatic vehicles and performs various other related tasks. Fills oil cans, grease guns with required type of lubricant.	The work is performed inside as well as outside. Bilateral hand activities and mobility of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low vision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
651	Clerk	Health Services	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
652	LD Typist	Health Services	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
653	Confidential Assistant Gr. II	Health Services	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
654	Clerk-Typist	Health Services	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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655	Chowkidar	Health Services	S,ST,W,PP,L, BN,MF,SE,H,C	a) LV (40% -50%) b) HH c) LD including CP, LC, Dw, AAV with minimum functional legs (two) and one arm d) ASD (M), SLD, MI (40%) e) MD Involving the above combinations excluding a combination of (a) and (b)	Watchman; Chowkidar guards buildings, premises etc. against fire, theft, illegal entry and other such contingencies. Patrols around buildings and premises frequently, watches for fire hazards, presence of unauthorized persons. Reports irregularities or anything found tampered to authorities. Informs higher authorities, police, fire brigade in emergency.	The work is performed mostly outside. He usually works alone. Bilateral hand activities and mobility should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment
656	Packer	Health Services	S, ST, BN, L, PP, MF, SE, KC, C	a) LV (40% - 60%) b) D, HH c) LD including CP, LC, Dw, AAV ; With both arms functional d) ASD (M, MoD), ID, SLD, MI (40%-70%) e) MD involving above combination.	Packs material and products by hand in bags, barrels, baskets, boxes, cartons, and crates for the purpose of storage or transport performing any combination of following duties. Examines products for brittleness, fragility, moisture and other characteristics. Collects packaging containers and cleans them. Lines and pads crates. Assembles cartons from flattened state. Wraps protective material around the product. Weighs containers and adjusts quantity. Places or pours product into containers or fills containers from spout or chute. Inserts excelsior, shredded paper, wood wool or paper trays on top of product. Sew bag, fits lids on container, nails, wires or otherwise closes containers. Stamps grade, brand, and date of packing on containers. Visually inspect materials, products and containers at each step of the packaging process.	The work is performed mostly inside. Occasional field work is involved. He usually works alone. Incumbent should be functionally able to complete the assigned task efficiently	Low Vision

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657	Assistant Surgeon	Health Services Department	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV; With minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	They diagnose and treat ailments or disorder of human according to scientific system of medicine. Examine patients using stethoscope, blood pressure measuring instrument or any other medical instrument according to symptoms available and make or arrange for clinical tests. XRay and hist-opathological examination for correct diagnosis of disease or disorder, prescribe medicines based on results of examinations. Consult other physicians or specialists, as necessary in complicated and difficult cases. Give treatment and advise patients on regimen required to restore and maintain health. Administer drugs as required. Keep records of patients examined, their ailments and treatment given or prescribed. May issue medical certificates.	The work is performed inside in well lit rooms. The worker works alone. Hazards involving surgical jobs present. Bilateral hand activities should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment
658	Dark Room Assistant - 3% identified for Blindness & Low Vision Only(Feeder post of X-ray Technician 3% identified for HI & LD only)	Health Services Other Miscellaneous Categories	S, ST, W, BN, L, PP, RW, SE, H, C	a) B, LV b) D, HH b) LD including CP, LC, Dw, AAV; With minimum functional both arms and both legs c) ASD (M), SLD, MI (40%) d) MD involving above combinations.	Darkroom Attendant processes x-ray film through the use of automatic developing machines or a mixture of chemicals and water. Reloads film and plate holders. Being a Darkroom Attendant ensures delivery of developed films to proper medical personnel.	The work is mostly performed inside, The worker usually works alone. Mobility and bilateral hand activities of the person should be adequate.	Blindness/ LowVision
659	Lift Operator	Health Services Public Health	S/ST, MF, H, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum one functional arm. d) ASD (M, MoD), ID (M), SLD, MI (40%) e) MD involving above combinations.	Operates electric lift for carrying passengers and goods from one floor to another. Operates the gate; ensures that lift is not overloaded. Mandatory safety measures to be followed. Involves risk.	The work is performed mostly inside and alone.	Locomotor disability/Cerebral Palsy,LowVision

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660	Black smith	Health Services Public Health	S, ST, W, BN, RW, PP, SE, H, C, MF	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum functional arms (two) and one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Fits assembles and repairs metal equipment with finished parts by accurately sizing components, setting levers riveting etc. studies design, sketch or model of locks etc to be made. Collects various finished components or parts and checks for accuracy of fit by supplementary tooling to remove defects	The work is mainly performed inside. The environment can be hot noisy and vibratory. The person should be able to complete the assigned tasks adequately..	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
661	X-ray /Hospital Attender	Health Services Public Health	S, ST, W, BN, L, PP, RW, SE, H, C	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV, with minimum functional both arms and both legs d) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Helps nursing staff in hospitals, nursing homes in taking care of patients, and performs various miscellaneous low-skilled tasks. Assists Nurses in taking nursing care of patients and rendering othermiscellaneous services, such as giving baths, enemas, feeding them at fixed hours, preparing beds, bringing medicines from dispensary etc.	The work is performed inside as well as outside. The job may requires colour identification and sitting for long periods.	Locomotor disability/Cerebral Palsy, Hearing impairment, Blindness/Low Vision
662	Dental Assistant Surgeon	Health Services Public Health	BN, MF, RW, S/ST, L, SE, H, C	a) LV (As per Medical Council Guidelines*) b) D, HH (As per Medical Council Guidelines*) c) LD including CP, LC, Dw, AAV; With minimum functional arms (two) d) SLD (As per Medical Council Guidelines*) e) MD involving above combinations.	Dental Surgeon treats surgically and medically diseases and disorders of teeth, gums and soft tissues of mouth. Examines mouth and teeth of patients arranges by clinical tests or dental X-ray or clinical and bacteriological tests through Radiologist and Pathologist, if necessary for correct diagnosis. Examines results of tests and plans method of treatment accordingly. Administers medicine orally on teeth and adjacent tissues for minor diseases. Cleans teeth and cavities using scalars, excavators, dental engine, etc. as necessary. Fills cavities with cement, metal or plastic and ensures proper filling by observation and easy feel in chewing by patient. Gives local or general anaesthetics as necessary and prepares mouth for operation. Extracts loose, decayed or impacted teeth using surgical instruments. Renders after care. Makes and fits artificial teeth. Advises patients on various corrective dental measures and on general dental health. Is designated as Oral Surgeon if engaged in treatment of gums, teeth ache, fractured jaws etc	The work is performed inside. Usually workers work alone. The place is well lit. Should have minimum functional communication skills.	Locomotor disability

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663	Clinical Psychologist	Health Services	S/ST, RW, SE, H, C, MF	a) LD including CP, LC, Dw, MDy b) SLD c) MD involving above combinations	Clinical Psychologist studies mental, emotional and cognitive characteristics of human beings and determines principles which govern human behaviour. Investigates factors that affect thought and conduct of human beings and growth and development of individual's personality such as heredity, cultural and economic environments, etc. Deals with psychological problems involved in diagnosis, treatment and prevention of mental illness and emotional and personality disorders. Conducts personal interviews or examines individuals to determine their maladjustment and to suggest corrective measures. Develops psychological tests and experiments designed to measure mental characteristics of human beings.	The work is mostly done inside. It does not involve any hazards. Good minimum functional communication and observation skills required	Locomotor Disability / Cerebral Palsy
664	Clerk	Department of Town and Country Planning	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
665	LD Typist	Department of Town and Country Planning	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision

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666	Last Grade Servant (Chain man/ OA/ Watcher)	Department of Town and Country Planning	S, ST, W, MF, SE, C, CL, RW, BN	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision/Blindness
667	Confidential Assistant Gr. II	Department of Town and Country Planning	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
668	Assistant Town Planner	Department of Town and Country Planning	S,ST,W, BN, L, KC, MF, SE, RW, H	a) D, HH b) LD including LC, Dw, AAV with minimum functional one arm and one leg each c) ASD (M), SLD, MI (40%) e) MD involving above combinations.	Understanding population trends to predict the demand that will be made an area whether urban or rural. and includes spatial planning	The work is done inside as well as outside. Work is not hazardous. Mobility of the incumbent should not be restricted.	Locomotor disability/Cerebral Palsy, Hearing impairment, Low Vision
669	Artist	Department of Town and Country Planning	S, ST, W, BN, SE, RW, H	a) D, HH b) LD including CP, LC, AAV, MDy; With minimum one functional arm and one functional leg each c) ASD (M), ID, SLD, MI (40%) d) MD involving above combinations	Operating camera, taking photos of various events, making albums and keep records.	The work is performed mostly outside.	Locomotor disability/Cerebral Palsy, Hearing impairment

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670	Tracer	Department of Town and Country Planning	S, ST, W, BN, MF, RW, SE, PP, L, H, C, KC	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum functional arms (two) and one leg d) ASD (M, MoD), SLD, MI (40% - 70%); e) MD involving above combinations.	Visits area to be surveyed and carries out plotting, sketching, contouring, drawing etc. of territory on basis of control data and other relevant available material.	The work is performed inside as well as outside. Workers work alone as well as in groups.	Hearing impairment
671	Junior Accountant	Treasuries Department	S, ST, MF, SE, RW, H, C	a) LV b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysing Interpreting Memorising Communicating Recognising. Accountant is engaged in maintenance of accounts and records, scrutinize daily bills, receipts, payment etc. for proper entry.	The work is mostly performed inside, The worker usually works alone. Bilateral hand activities of the person should be adequate. The work involves scrutiny of daily treasury transactions and bills, and should have minimum functional communication skills.	Locomotor disability/Cerebral Palsy, Hearing impairment, LowVision
672	Confidential Assistant Grade II	Treasuries Department	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor Disability/ Cerebral Palsy; Hearing Impairment; Low vision
673	Office Attendant	Treasuries Department	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Low vision/ Blindness, hearing impairment

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674	Lower Division Typist	Treasuries Department	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC; Dw; AAV; MDy minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
675	Confidential Assistant Grade II	University Appellate Tribunal	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor Disability/ Cerebral Palsy; Hearing Impairment; Low vision
676	Office Attendant Grade Gr. II	University Appellate Tribunal	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Low vision/ Blindness, hearing impairment
677	LD Typist	University Appellate Tribunal	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment

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678	Clerk	University Appellate Tribunal	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
679	Municipal Secretary Grade III	Urban Affairs	S, ST, W, BN, L, MF, SE, C, KC,	a) LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy with minimum functional one arm and one leg each. d) ASD (M); ID (M), SLD, MI (40%) e) MD involving above combinations.	Municipal Secretary heads the administration of Municipalities and performs a variety of supervisory functions, oversees implementation of plan schemes and developmental activities in the Municipality	The work is mostly performed outside. The worker usually works alone. Mobility and hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
680	Confidential Assistant Grade II	Urban Affairs	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor Disability/ Cerebral Palsy; Hearing Impairment; Low vision
681	Office Attendant Grade	Urban Affairs	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Low vision/ Blindness, hearing impairment

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
682	LD Typist	Urban Affairs	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
683	Clerk	Urban Affairs	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Writing, Reading, Comprehending ,Computing, Typing ,Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
684	Confidential Assistant Grade II	Vigilance & Anti- Corruption Bureau	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV; with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor Disability/ Cerebral Palsy; Hearing Impairment; Low vision
685	Office Attendant	Vigilance & Anti- Corruption Bureau	S, ST, W, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV with minimum functional one arm and one leg each d) ASD (M, MoD), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations	Multitasking work including, but not limited to, distribution of correspondences within or outside office, photocopying, supply of office items etc.	The work is performed mostly inside and outside. Occasional field work is involved. Incumbent usually works alone. Mobility and hand activities should be adequate	Locomotor disability/Cerebral Palsy, Low vision/ Blindness, hearing impairment

DRAFT PHYSICAL AND FUNCTIONALITY REQUIREMENT OF VARIOUS GOVERNMENT POSTS

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
686	LD Typist	Vigilance & Anti- Corruption Bureau	S, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw; AAV; MDy with minimum functional two arms d) ASD (M), ID (M), SLD, MI (40% - 70%) e) MD involving above combinations.	Perform a variety of typing-related tasks for organizations, such as transcribing audio recording, encoding handwritten documents, and other general document processing. Computing, Typing and editing, reading, browsing etc.	The work is performed inside, should have knowledge of computer work. Hand activities of the person should be adequate	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
687	Clerk	Vigilance & Anti- Corruption Bureau	S/ST, MF, SE, RW, C	a) LV (40% - 50%) b) D, HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm . d) ASD (M), SLD, MI (40%), e) MD involving above combinations."	Writing. Reading. Comprehending. Computing. Typing Accounting Logical analysis and interpretation. Maintenance of accounts and records. Scrutinize bills, receipts, payment etc. for proper entries in cash -book, journal, ledger and other records, as needed.	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor disability/Cerebral Palsy, Low vision, hearing impairment
688	Public Prosecutor	Vigilance & Anti - Corruption Bureau	S/ST, RW, H, C, MF, SE	a) B, LV b) D, HH c) LD including CP, LC, Dw, AAV, MDy; with minimum one functional arm d) ASD (M), SLD, MI (40%) e) MD involving above combinations excluding combination of (a) and (b).	They study facts, available documents or papers pertaining to legal aspect of different issue and give opinions and advice to the Director of Vigilance & Anti-Corruption Bureau, as necessary. May scrutinize and advise on legal aspects of Govt. rules and regulations etc. May prepare and file legal proceeding complaints, legal statement, affidavits etc.,	The work is mostly performed inside. The worker usually works alone. Hand activities of the person should be adequate. Should have minimum functional communication skills	Locomotor Disability/ Cerebral Palsy; Blindness
689	Confidential Assistant	Water Appellate Authority	S/ST, MF, SE, RW, H, C	a) LV (40% - 50%) b) HH c) LD including CP, LC, Dw, AAV;with minimum one functional arm. d) ASD (M), SLD, MI (40%), e) MD involving above combinations.	Handle confidential papers, Takes dictation, Receives and opens mail and submits it to superiors for information and further action, reminds employer or superior of engagements and accompanies him if required, takes notes and minutes, and keeps important and confidential records. Memorising. Comprehending. communicating. Interpreting. Timing. Writing. Reading. Maintaining interpersonal skills.	The work is mostly performed inside .The worker usually works alone. Mobility and hand activities of the person should be adequate.	Locomotor Disability/ Cerebral Palsy; Hearing Impairment; Low vision

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Sl. No.	Designation	Department	Minimum functional Requirement	Suitable category of Benchmark Disabilities	Nature of work performance	Working Condition/ Remarks	Previously Identified for (vide G.O.(P)No.1 /13/SJD dated 03.01.2013)
<p>FUNCTIONAL REQUIREMENT ABBREVIATIONS USED: Bending (BN), Communication (C), Climbing (CL), Crawling (CRL), Hearing (H), Holding (Ho), Jumping (Ju), Kneeling & Crouching (KC), Lifting (L), Movement (M), Manipulation by Fingers (MF), Observing (Watching) (O), Picking (P), Pulling and Pushing (PP), Sitting (S), Standing (ST) , Writing (W), Reading (R), Walking (W), Seeing (SE)</p> <p>CATEGORY ABBREVIATIONS USED: B=Blind, LV=Low Vision, D=Deaf, HH= Hard of Hearing, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Leg, OAL=One Arm andOne Leg, BLOA=Both Leg & One Arm , BLA=Both Legs Arms, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, MDy= Muscular Dystrophy, ASD= Autism Spectrum Disorder (M= Mild, MoD= Moderate), ID= Intellectual Disability, SLD= Specific Learning Disability, MI= Mental Illness, MD=Multiple Disabilities</p> <p>*Medical Council Guidelines: https://drive.google.com/file/d/1Z5Mo_Uk-IXGivk0UIVp-mxE3o-v13GFZ/view?usp=sharing</p> <p>“Communication” as given section 1(f) of THE RIGHTS OF PERSONS WITH DISABILITIES ACT, 2016 (NO. 49 OF 2016)</p>							