

ADMINISTRATIVE & MINISTERIAL STAFF

| Sl. No. | Name of Staff Member | Age | Designation | Qualification | Scale of Pay | Nature of Job handle |
|---------|----------------------|-----|------------------------------|-----------------------------|---------------|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 1 | L. Rajasekhar | 36 | DGM/Principal | B.E(Mech.) & M.Tech | 37400 - 67000 | Head of the Institution |
| 2 | B. Paty | 49 | Sr. Manager(A &A) | M.Com | 15600 - 39100 | General administration, HRD, & accounts |
| 3 | A. K. Nandy | 43 | Sr. Administrative Officer | B.A(Hons), LLB, PGDPM, DHRM | 15600 - 39100 | Administrative related works, Human Resources Devt. |
| 4 | Susant Ku. Rout | 35 | Placement Officer | B.A. (Hons), LLB, MBA. | 15600 - 39100 | Placement activities of trainees |
| 5 | Saroj Kumar Rout | 32 | Admin. Asst./PA to Principal | B.A | 5200 - 20200 | Official Correspondence |
| 6 | F. M. Sarangi | 45 | Accounts Officer | B.Com | 9300 - 34800 | Finance and Accounts |
| 7 | Swarnalata Sahoo | 31 | Administrative Assistant | B.A. | 5200 - 20200 | Office works related to Training |
| 8 | A.K.Reddy | 28 | Store Keeper | B.Com | 5200 - 20200 | Receive and issue of materials |
| 9 | Nibedita Nayak | 42 | Librarian | B.Com | On Contract | Library Work |
| 10 | S. Patanaik | 44 | Store (Assist.) | Matric | On Contract | Issuance of Tools etc. |
| 11 | Nirakar Pal | 23 | Office Asst./Peon | 10th Fail | On Contract | Helping in Office work |
| 12 | Ranjit Mahala | 24 | Sweeper | 7th Fail | On Contract | Cleaning work |
| 13 | Gopinath Naik | 28 | Workshop Attendant | 10th Fail | On Contract | Helping work in Workshop |

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INTUC, Orissa Branch

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Principal
CTTC Industrial Training Centre
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Principal/DDT
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