

Appendix III

**STATEMENT
SHOWING THE STAFF STRENGTH
2008-2009
(As on 31 March, 2009)**

**STATEMENT SHOWING THE STAFF STRENGTH
2008-2009
(AS ON 31ST MARCH 2009)**

Sl. No.	Name of Post	Number of Posts		
		Sanctioned	Filled	Vacant
1.	Member Secretary	1	1	-
2.	Director (Research & Admn.)	1	1	-
3.	Director (J P & L)	1	-	1
4.	Deputy Director (Research)	4	2	2
5.	Deputy Director (Journal)	1	1	-
6.	Deputy Director (Publication)	1	1	-
7.	Deputy Director (Library)	1	-	1
8.	Deputy Director (Documentation)	1	-	1
9.	Deputy Director (Accounts)	1	1	-
10.	Deputy Director (Administration)	1	1	-
11.	Assistant Director (Research)	4	2	2
12.	Assistant Director (Editor)	2	-	2
13.	Assistant Director (Library)	1	-	1
14.	Assistant Director (Publication)	1	-	1
15.	Assistant Director (Grant)	1	-	1
16.	Section Officer (Administration)	2	2	-
17.	Section Officer (Accounts)	1	1	-
18.	Private Secretary	4	4	-
19.	Editorial Assistant	2	-	2
20.	Sr. Library & Info. Assistant	2	-	2
21.	Assistant	7	5	2
22.	Assistant Cash	1	1	-
23.	Stenographer (Selection Grade)	1	1	-
24.	Personal Assistant	1	1	-
25.	Library & Information Assistant	2	2	-
26.	Caretaker	1	1	-
27.	Xerox Operator	2	2	-
28.	Copy Holder	1	1	-
29.	Semi Professional Assistant	1	1	-
30.	Storekeeper	1	1	-
31.	Accounts Clerk	7	7	-
32.	Stenographer	6	4	2
33.	Upper Division Clerk	6	6	-
34.	Jr. Hindi Translator	1	1	-
35.	Lower Division Clerk	20	19	1
36.	Staff Car Driver	3	3	-
37.	Gestetner Operator	1	1	-
38.	Lift Operator	1	1	-
39.	Scooter Driver	1	1	-
40.	Hindi Typist	1	1	-
41.	Daftary	1	1	-
42.	Office Attendant	18	17	1
43.	Watch & Ward Attendant	3	3	-
44.	Safai Karamchhari	3	3	-
45.	Senior Library Attendant	1	-	1
46.	Junior Library Attendant	2	2	-
	Total	126	103	23