

4.2. Educational Qualification, Technical Qualification and Experience:

4.2.1. Posts without Experience:

S. No.	Name of the Post	Post Code	Qualification
1.	Research Assistant	1694	(i) M.V.Sc., (Micro-biology / Pathology / Parasitology / Dairy Micro-biology / Animal Biotechnology); (ii) Must have passed SSLC Examination or its equivalent examination with Tamil as one of the languages (iii) Registered as Veterinary Practitioner with the Tamil Nadu State Veterinary Council constituted under the Indian Veterinary Council Act, 1984 (Central Act 52 of 1984)
2.	Assistant Director of Statistics	2097	Must hold a First Class Degree in Statistics or Mathematics or Economics or Applied Economics or Business Economics with not less than 60% marks or equivalent Cumulative Grade Point Average (CGPA); or Master's Degree in Statistics or Mathematics or Economics or Applied Economics or Applied Statistics or Applied Mathematics or Business Economics or Operation Research or Mathematical Economics or Econometrics
3.	English Reporter	2090	(i) Must hold a bachelor's degree (ii) A pass in the Government Technical Examination in Shorthand in English by 180 words per minute High Speed Test (iii) A pass in the Government Technical Examination in Typewriting in English by the senior grade (iv) Others things being equal, preference shall be given to persons who are qualified to report in Tamil also
4.	Tamil Reporter	3336	(i) Must hold a bachelor's degree (ii) A pass in the Government Technical Examination in Shorthand in Tamil by 120 words per minute High Speed Test (iii) A pass in the Government Technical Examination in Typewriting in Tamil by the senior grade

			(iv) Others things being equal, preference shall be given to persons who are qualified to report in English also
5.	Assistant Manager (General)	3665	Post Graduate in Statistics or Economics (Second class or its equivalent)
6.	Assistant Manager	3616	Degree in Engineering (Mechanical / Electrical and Electronics / Computer Science and Engineering / Information Technology / Electronics and Communication Engineering) – (Second Class or its equivalent)
7.	Assistant Manager (Finance)	3341	Must have passed the Final Examination conducted by the Institute of Chartered Accountants / Cost Accountants or MBA (Finance)
8.	Manager (Accounts)	3809	Should have qualified CA/ICWA course i.e. Must have passed the final examination conducted by the Institute of Chartered Accountants of India/ Institute of Cost Accountants of India.
9.	Senior Officer (Finance)	3302	CA /ICWA
10.	Port Officer	3799	(i) Must possess a Bachelor Degree in Nautical Science (or) Applied Nautical Science and (ii) Must have studied Tamil as one of the languages in 10 th (or) 12 th standard (iii) Must hold a Valid Certificate of Competency having validity throughout the Common Wealth as Master of a Foreign going vessels (unlimited capacity) and must served as Chief Officer
11.	Senior Officer (Technical)	3265	B.E., / B.Tech., /AMIE
12.	Assistant Director of Textiles	3594	B.Tech Textile Technology (or) B.Tech Handloom and Textile Technology
13.	District Library Officer	3019	(i) A Master's degree in Library Science or Library and Information Science of a University recognized by the University Grants Commission, in the pattern of 10+2 or its equivalent +3 + 1 + 1 or 10+2 or its equivalent +3+2; and (ii) Any Master's degree of a University recognized by the University Grants Commission.
14.	Veterinary Assistant Surgeon	1695	(i) B.V.Sc., Degree / B.V.Sc., & A.H and (ii) Must have passed SSLC Examination or its equivalent examination with Tamil as one of the languages (iii) Registered as Veterinary Practitioner with the Tamil Nadu State Veterinary Council constituted under the Indian Veterinary Council Act, 1984 (Central Act 52 of 1984)
15.	Assistant Director of Industries and Commerce (Technical)	1897	Must possess a Bachelor of Engineering or Bachelor of Technology degree of any discipline except Civil Engineering and Architectural Engineering of any University recognized by the University Grants Commission or Institution recognized by the All India Council for Technical Education

4.2.2. Posts with Experience:

S. No.	Name of the Post	Post Code	Qualification
1.	Regional Sthapathi	3526	(i) Must possess a Bachelor of Technology in Traditional Architecture or Bachelor of Fine Arts in Traditional Sculpture; and (ii) Must have practical experience for a period of not less than ten years in the field of temple renovation (iii) Other things being equal, preference shall be given to those who have obtained a degree in Bachelor of

			Technology in Traditional Architecture or Bachelor of Fine Arts in Traditional Sculpture awarded by the Government College of Architecture and Sculpture, Mamallapuram
2.	Assistant General Manager (Finance)	3373	(i) Chartered / Cost Accountant preferably with Post Graduate qualification in Industrial / Business Management (ii) Experience: Not less than 5 years experience in a Bank / Financial Institution / reputed Industrial or Commercial concern in independent senior capacity
3.	Accounts Officer	3337	(i) Must have passed the Final Examination conducted by the Institute of Chartered Accountants (ii) 1 year post qualification experience in handling finance and accounts in an organization in one / more of the following areas: a) Budget preparation, revised preparation, estimate preparation of books of accounts, voucher entry; understanding of taxation; understanding of audit processes; bill preparation; and BRS. b) Handling Internal audits, statutory audit and AG audits. c) Experience in handling RBI correspondence relating to NBFC compliance is preferred.
4.	Financial Advisor cum Company Secretary	3750	(i) Must have passed the final examination of ACS. & Associateship of the Institute (ii) Preferential Qualification: a) Additional qualification such as ICWA / CA / BL., b) Experience of 5 years as Company Secretary in any reputed firm either in public or private sector.
5.	Assistant Secretary	3360	(i) Full time UG Degree with Associate Company Secretary (Final) (ii) 2 years of post qualification experience in a Company or Secretarial Consultancy
6.	Assistant General Manager (Projects) (Project Management)	3344	(i) Full-time AICTE approved under graduate degree in Engineering with Full-time MBA or equivalent in Finance / International Business / Business Analytics / Investment / Project Management streams (ii) Atleast seven years of experience in Project and Contract Management. (iii) Experience in Procurements, Bid Process Management preferable
7.	Assistant General Manager (Projects) Infrastructure	3345	(i) Full-time AICTE approved under graduate degree in Civil Engineering / Architecture/Planning with Full-time MBA or equivalent in Finance / International Business / Business Analytics / Investment / Project Management streams (ii) Atleast seven years of experience in Infrastructure sector. (iii) Experience in project management, procurements, Bid process management preferable
8.	Assistant General Manager (Projects) Investment	3343	(i) Full - time under graduate degree with (a) Chartered Accountant or (b) Full - time MBA (Finance) / equivalent in Finance (ii) 7 years of post qualification experience in evaluating financial models, business plans for infrastructure models preferable.

9.	Psychologist	1942	(i) Master's Degree in Psychology (ii) Other things being equal, preference shall be given to candidates who have undergone training or who possess experience for a period of not less than one year in testing or clinical work in the field of Psychology
10.	Deputy Manager (Instrumental)	3397	(i) B.E / B.Tech., Instrumentation from a recognised University / Institute (ii) Experience: 10 years (in one million ton capacity Cement Plant)
11.	Deputy Manager (Safety)	3399	(i) B.E. / B.Tech., in Mechanical/Chemical/Electrical from a recognised University/Institute + Diploma in Safety Management or M.Tech. in Industrial Safety (ii) Experience:10 years in the field of Industrial Safety
12.	Unit Head – Deputy General Manager Cadre	3389	(i) B.E / B.Tech., in Mechanical / Chemical / Electrical Engineering from a recognized University / Institute, preferably with PG Degree (ii) Experience: 20 Years (in one million ton capacity Cement Plant) with minimum 5 years experience in senior position
13.	Senior Entomologist	2032	(i) Must possess a first or second class B.Sc.(Hons.) or M.A. Degree or the M.Sc. degree in Zoology or M.Sc., Degree in Medical Entomology of a University or Institution recognized by the University Grants Commission for the purpose of the grant (ii) Practical experience in laboratory work for atleast 3 years
14.	Bursar	3010	Must have passed Post Graduate Degree in Public Administration (or) Post Graduate Degree in Business Administration (MBA) with specialization in Finance Other things being equal, preference will be given to persons with experience for a period of not less than three years in finance or administration matters. Note: (i) Experience should be acquired in the Managerial cadre / Officers in the Public Sector Organizations in the field of Finance or Administration matters. (ii) Experience gained in Government / Universities / Quasi Government Organizations / Public Sectors / Private Institutions shall be accepted. Experience gained in Private Institution which have been registered under Company's Act (Private Limited) shall be accepted. (iii) The Competent authority to issue the Experience Certificate shall be the General Manager / Equivalent Cadre.
15.	Assistant Director of Town and Country Planning	1778	Post Graduate Degree in Town or City or Urban or Housing or Country or Rural or Infrastructure or Regional or Transport or Environmental Planning from a recognized University or Institute; (or) Must be an Associate of the Institute of Architects or possess B.Arch Degree or possess Degree or Diploma recognized and equivalent to the National Diploma in Architecture with experience in town planning works for a period of not less than three years in a Town Planning Department of Government or in the Statutory Boards or Urban Authorities

			or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Government or Statutory or Autonomous Organisations or Local Bodies; (or) Must possess B.E Degree (Civil or Highway) with experience in town planning works for a period of not less than two years in Town Planning Department of Government or in the Statutory Boards or Urban Authorities or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Government or Statutory or Autonomous Organisations or Local Bodies; (or) Must have passed Sections A & B of the Associate Member of the Institution of Engineers (India) Examination in the Civil Engineering Group with experience in town planning work for a period of not less than two years in Town Planning Department of the Government or in the Statutory Boards or Urban Authorities or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government or Statutory or Autonomous Organisations or Local Bodies; (or) Must possess Bachelor of Planning or Bachelor of Technology in Planning from a recognized University or Institute with two years experience in the field of Urban or Regional Planning in the State Government or in the Statutory Boards or Urban Authorities or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi-Government or Statutory or Autonomous Organisations or Local Bodies
16.	System Analyst	3833	(i) B.E Degree in Computer Science or B.E Degree in Electronics and Communication or B.E Degree in Electrical and Electronics or B.Tech in Information Technology or A Master Degree in Computer Application or A Master Degree in Computer Science and (ii) Adequate knowledge in Tamil and (iii) Experience in programming for a period of not less than three years

4.2.3. The candidates should possess the educational qualification, technical qualification and experience prescribed for the post, on the date of notification.

4.2.4. The Under Graduate / Post Graduate degree qualification prescribed for the above posts should have been obtained by passing the required qualification in the following order of studies viz., SSLC + HSC / Diploma or its equivalent + Under Graduate Degree + Post Graduate Degree.

4.2.5. The period of practical or other experience should have been acquired after obtaining the educational qualification prescribed for the post.