

TAMILNADU SERVICES MANUAL – VOLUME III  
SECTION 13 – TAMILNADU GENERAL SUBORDINATE SERVICE RULES

Class XLIV – Junior Employment Officer in the Department of Employment & Training.

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1.CONSTITUTION: This class shall consist of Junior Employment Officers under the Department of Employment and Training (Employment Wing).

2.APPOINTMENT: Appointment to the post shall be made by direct recruitment and by recruitment by transfer from the holders of the posts of Assistants in the Tamilnadu Ministerial Service in the Department of Employment and Training, in the ratio of 1:2.

Provided further tht this rule shall not affect persons recruited by transfer from among Superintendents prior to 28<sup>th</sup> January 1967.

2A.PREPARATION OF ANNUAL LIST OF APPROVED CANDIDATES:

For the purpose of drawing up of the annual list of approved candidates for appointment to the post by recruitment by transfer the crucial date on which the candidate should be qualified shall be the 1<sup>st</sup> April of each year.

3.APPOINTING AUTHORITY: The Director of Employment and Training, Madras, shall be the appointing authority.

3A. The rule of reservation of appointments (General Rules 22 of the Tamilnadu State and Subordinate Services) shall apply for appointment by direct recruitment to both the posts of Junior Employment Officer and Junior Employment Officer (Physically Handicapped) taken together.

4.: No person shall be eligible for appointment to the post by the methods specified in column (1) of the Table below unless he possesses the qualifications specified in the corresponding entries in column (2) thereof.

THE TABLE

| Methods                   | Qualification   |
|---------------------------|---|
| (1)                       | (2)   |
| 1.Direct Recruitment      | Must possess a Degree in Art, Science, commerce.  |
| 2.Recruitment by transfer | <p>(a) Must possess the Minimum general Educational qualification prescribed in Scheduled 1 to the General Rules and must have passed the following tests namely:-</p> <p>(i) Account Test for subordinate Officers, Part-I</p> <p>(ii) Labour and Factories Department test, Part 'A' (District Office Manual) or the District Office Manual test conducted from November 1967; and</p> <p>(iii) Departmental test for members of Madras Ministerial Service in the National Employment Service (National Employment service Manual) from 30<sup>th</sup> November 1960;</p> <p>and</p> <p>(b) Must have put in service for a period of not less than two years as Assistant.<br/>Provided that in the case of persons taken over on the 1<sup>st</sup> November 1956 they need not have put in two years of continuous service as Assistants if they have put in more than ten years of service in the Ministerial cadre.</p> |

**EXPLANATION:-** If a person taken over from the Government of India to the National Employment Department on the 1<sup>st</sup> November 1956 has appeared for the S.S.L.C. Public Examination and has been declared eligible for College Course or pass the Indian Air Force Educational test for Reclassification to leading air Craftsman, he shall be deemed to possess the minimum general educational qualification prescribed in Scheduled-I to the General Rules.

**5.AGE:** No person shall be eligible for appointment to the post by direct recruitment if he has completed 30 years of age on the 1<sup>st</sup> day of July of the year in which the selection for appointment to the post is made.

6.PROBATION: Every person appointed to the post shall, from the date on which he joins duty, be on probation for a total period of two years on duty within a continuous period of three years.

Provided that the Joint Director (Employment), Chennai shall be the authority competent to consider and decide whether or not a probationer in the Category of Junior Employment Officer is suitable for full membership and to declare such probationer to have satisfactorily completed his probation or to extend his probation to enable him to pass the prescribed departmental test.

7.TRAINING: A person appointed to the post shall undergo preliminary training for a period of one and a half months. During the period of training, he shall be paid the minimum of the pay in the time-scale applicable to the post. The period of training shall count for the purpose of increment in the time-scale of pay and probation.

8.TEST: A probationer directly recruited to the post, shall within the period of probation pass the following tests:-

- (i) Account Test for Subordinate Officers, Part-I.
- (ii) Labour and Factories Department Test, Part 'A' (District Office Manual) or District Office Manual Test conducted from November 1967; and
- (iii) Departmental test for Officers of the National Employment Service (National Employment Service Manual) from 30<sup>th</sup> November 1960.

9.RESERVATION OF APPOINTMENTS: The rule of Reservation of Appointments (General Rule 22 of the Tamil Nadu State and Subordinate Services) shall apply to the Appointment made by direct recruitment to the posts.

10.TRANSFERS AND POSTINGS: The Joint Director shall be the authority competent to order postings and transfers of the holders of the posts.

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