

Redesignation of Technical Posts (Duties & Responsibilities)

There are different **Technical Posts** under Govt. of West Bengal. After Pay Commission some of the posts changed by name i.e. redesignation of existing posts is assigned. This change as well as revise pay scale of these post is redefined. The scope of work i.e. the **duties and responsibilities assigned to corresponding posts** in conformity with skill levels also revised and presented in this order.

GOVERNMENT OF WEST BENGAL
PUBLIC WORKS DEPARTMENT

No. 662-E/14M-34/2000 (Pt-III), Dated: 24.05.07

MEMORANDUM

As per recommendation of 4th Pay Commission accepted by the Government vide Order No. 7820(80)-F dated 12th September, 2000, the Governor is pleased to change/ revise of Pay Scales of certain technical posts meant for the maintenance and repairing works of this Department and also to redesignate the existing posts in the following manner in conformity with skill levels assigned to the post.

Sl. No	Existing name of the post with scale of pay	Name of the redesignated post with scale of pay	Duties & Responsibilities
1	2	3	4
1	Mazdoor 2600-55-2985-60-3525-65-4175	Workman 2600-55-2985-60-3525-65-4175	Earthwork, carrying equipments, machines, ladders etc. from one place to another and doing all other manual labours as required including cleaning and guarding duties
2	Jeep Cleaner/ Cleaner 2600-55-2985-60-3525-65-4175	Workman (cleaning) 2600-55-2985-60-3525-65-4175	Carrying equipments, machines, from one place to another and doing all other manual labours as required including cleaning and guarding duties
3	Khalasi 2700-60-3120-65-3770-70-4400 (under Court Order : 2850-65-3305-70-4005-75-4680)	Senior Workman 2700-60-3120-65-3770-70-4400	To do all manual works. In addition to be conversant with the tools and tackles used by Fitters, Mechanics, Electricians etc. and to assist them as directed. May have to operate lifts, pumps etc. under guidance to gain experience.
4	Khalasi cum Pumpman 2700-60-3120-65-3770-70-4400	Junior Pump Operator 2850-65-3305-70-4005-75-4680	a) To operate electric motor driven pumps for all purposes with

			<p>motor up to 10 HP capacity singly or in banks.</p> <p>b) To operate I.C. Engines driven pumps up to 10 HP capacity.</p> <p>c) To operate regulating valves for suitable distribution of water.</p> <p>d) To attend minor defects including lubrication and greasing works.</p>
5	<p>Pumpman 2850-65-3305-70-4005-7 5-4680</p>	<p>Junior Pump Operator 2850-65-3305-70-4005-7 5-4680</p>	Same as serial no. 4
6	<p>Liftman 2700-60-3120-65-3770-7 0-4400</p>	<p>Junior Operator (Lift) 2850-65-3305-70-4005-7 5-4680</p>	Operation and general maintenance of lifts of all kinds.
7	<p>Assistant Fitter 2850-65-3305-70-4005-7 5-4680</p>	<p>Junior Fitter 2850-65-3305-70-4005-7 5-4680</p>	<p>a) To assist Asst. Fitters and Asst. Mechanics in their works.</p> <p>b) To do minor repair and maintenance works of all mechanical equipments of lifts/ pumps/ engines/ fans etc. including cutting, threading of ferrous and non-ferrous materials.</p> <p>c) To do fitting works in small electrical equipments.</p>
8	<p>Assistant Winder 2850-65-3305-70-4005-7 5-4680</p>	<p>Junior Electrical Technician (Winding) 2850-65-3305-70-4005-7 5-4680</p>	<p>a) To assist Asst. Electrical Technicians and Electrical Technicians in their works.</p> <p>b) To do simple maintenance and repair of electrical portion or automobiles and all sorts of constructions equipments including rebinding of commutators or testing, repairing and overhauling fans, single phase motors, starters and other appliances including winding of armature/</p>

			stator/ rotor.
9	Assistant Tester 2850-65-3305-70-4005-7 5-4680	Junior Electrical Technician (Testing) 2850-65-3305-70-4005-7 5-4680	Same as serial no. 8
10	Assistant Turner 2850-65-3305-70-4005-7 5-4680	Junior Mechanist 2850-65-3305-70-4005-7 5-4680	a) General turning works on lathes to standard precision b) To assist Assistant Machinist and Mechanists in their works.
11	Plumber 2700-60-3120-65-3770-7 0-4400	Assistant Plumber 2850-65-3305-70-4005-7 5-4680	Should be able to undertake minor works involving water supply, sanitary and drainage system.
12	Senior Wireman 2850-65-3305-70-4005-7 5-4680	Assistant Electrician 3000-75-3450-80-4330- 90-5230	a) To assist Electricians and Senior Electricians in t heir works. b) To locate faults in wiring systems by use of installation testing meggar. c) To test earth resistance. d) To maintain, repair and replace fittings and fixtures in electrical installation works for low and medium voltage lines. e) To maintain and repair motor wiring (including Generators) in conduit with wires and cables other than armoured cables.
13	Overhead Lineman 3000-75-3450-80-4330- 90-5230	Assistant Electrician (Lines) 3000-75-3450-80-4330- 90-5230	Same as serial no. 12
14	Fitter 3000-75-3450-80-4330- 90-5230	Assistant Fitter 3000-75-3450-80-4330- 90-5230	a) To do all jobs assigned to Junior Fitter. b) Handling medium fittings jobs independently. c) To attend to defects the mechanical sides of lifts, pumps etc. and to replace parts as necessary. d) Operating and reassembling of

			mechanical units.
15	Tester 3000-75-3450-80-4330-90-5230	Assistant Electrical Technician (Testing) 3000-75-3450-80-4330-90-5230	a) Assistant Electrical and Senior Electrical Technicians in their works. b) Testing, Repairing, Rewinding, Assembling and overhauling of all types of fans, small 3 phase Electric motors up to 5 hp and other appliances including rebinding of commutators.
16	Turner 3000-75-3450-80-4330-90-5230	Assistant Machinist 3000-75-3450-80-4330-90-5230	a) To assist Machinist and Head Machinist in their works. b) To undertake independently general Turning works on lathes and shaping works in shaping machines. c) To carry out drillings, grindings and other works on machine tools.
17	Engine Driver (ADPO) 3000-75-3450-80-4330-90-5230	Assistant Operator (Engine) 3000-75-3450-80-4330-90-5230	Operating of I.C. Engines up to 50 HP Routine maintenance works and maintaining log books.
18	Carpenter 3000-75-3450-80-4330-90-5230	Carpenter 3000-75-3450-80-4330-90-5230	a) To construct and put into position doors, windows, stairs, trusses, etc. and to attend all types of repair in wood works in buildings, either inside or outside. b) To prepare and repair all types of furniture etc. c) To work on body building of motor vehicles and other equipments. d) To prepare simple pattern of foundry.
19	Assistant Cooling Plant Operator 3000-75-3450-80-4330-90-5230	Assistant Operator (Cooling Plant) 3000-75-3450-80-4330-90-5230	a) To assist Operators (cooling plant). b) Operation of Medium size air conditioning/ cooling plants up to 30 HP.

			c) Routine maintenance works and maintaining log books.
20	Senior Wireman 3000-75-3450-80-4330-90-5230	Electrician 3150-80-3390-90-4380-100-5680	a) Same as Assistant Electrician. b) Assisting Senior Electricians and Head Electricians in their works. c) To maintain and repair motor wiring (including Generator) with cables including laying and jointing. d) To maintain and repair overhead line installations for low and medium voltage. e) To give first aid (resuscitation) at site where necessary.
21	Winder 3000-75-3450-80-4330-90-5230	Electrical Technician 3150-80-3390-90-4380-100-5680	a) Same as Assistant Electrical Technicians with motor HP limit up to 10 HP.
22	Fridge Mechanic / Refrigerator Mechanic 3150-80-3390-90-4380-100-5680	Assistant Mechanic 3150-80-3390-90-4380-100-5680	a) All works assigned to Junior Mechanics b) To assist Mechanics and Senior Mechanics in their works. c) To detect mechanical trouble in all equipments and replace all parts. d) To maintain air conditioning plants, packages and window model units.
23	Assistant Mechanic (Air Conditioning) 3000-75-3450-80-4330-90-5230	Assistant Mechanic (Air Conditioning) 3150-80-3390-90-4380-100-5680	Same as serial no. 22
24	Cooling Plant Operator 3150-80-3390-90-4380-100-5680	Operator (Cooling Plant) 3150-80-3390-90-4380-100-5680	a) To assist higher grade operators in their respective lines. b) Operation and general maintenance of up to 50 HP air conditioning and cooling plants and maintaining log books.

25	Sound Operator 3150-80-3390-90-4380-100-5680	Audio-Visual Technician (Sound) 3150-80-3390-90-4380-100-5680	<p>a) To operate diesel/ petrol engine driven generating sets.</p> <p>b) To operate 35 mm cinema projectors, radio sets and loud speakers.</p> <p>c) To operate 16 mm cinema projectors when necessary</p> <p>d) To do minor repair works in the Audio Visual equipment</p>
26	Diesel Mechanic 3150-80-3390-90-4380-100-5680	Assistant Mechanic 3150-80-3390-90-4380-100-5680	<p>a) All works assigned to Junior Mechanics</p> <p>b) To assist Mechanics and Senior Mechanics in their works</p> <p>c) To detect mechanical trouble in all equipments and replace all parts.</p> <p>d) To handle independently all kinds of works involving filling, cutting, and threading of ferrous and non ferrous metals.</p> <p>e) To do repair and maintenance of mechanical equipment such as motor vehicles, earth moving machineries, pumps, workshop machines etc.</p>
27	D.G.P.O. 3150-80-3390-90-4380-100-5680	Operator (Diesel Generator) 3150-80-3390-90-4380-100-5680	Operation and maintenance of Diesel Generating sets including charging and maintenance of batteries and lubricant consumption, performance and other details in log books.
28	Electrician 3150-80-3390-90-4380-100-5680	Senior Electrician 3350-90-3800-100-4700-125-6325	<p>a) Same as Electrician</p> <p>b) Taking meter reading and maintain records.</p>
29	Head Fitter 3600-100-4200-125-5700-150-7050	Senior Fitter 3350-90-3800-100-4700-125-6325	<p>a) All works assigned to Fitters.</p> <p>b) To control and guide works of a Assistant Fitter and semi skilled workers working in</p>

			workshop and other places. c) Repair and maintenance of diesel engine driven generating sets/ heavy duty pumps/ lifts/ fans etc.
30	Head Winder 3600-100-4200-125-570 0-150-7050	Senior Electric Technician 3350-90-3800-100-4700 -125-6325	a) Same as for Electrical Technicians with motor limit upto 30 HP. b) Assisting Head Electricians/ Master Electricians in their works. c) Winding works of all transformers used in audio visual equipments including testing and reassembling.
31	Head Tester 3600-100-4200-125-570 0-150-7050	Senior Electrical Technician (Testing) 3350-90-3800-100-4700 -125-6325	Same as serial no. 30
32	Air Conditioning Mechanic 3150-80-3390-90-4380-1 00-5680	Mechanic (Air Conditioning and Refrigeration) 3350-90-3800-100-4700 -125-6325	a) All works assigned to Asstt. Mechanics (A/c and refrigeration) and assisting senior Mechanics (A/c and Refrigeration) and Master Mechanics (A&R) b) To carry out all repairs maintenance and installation of medium capacities A/C and refrigeration systems and equipments, compressors, testing leakage, do jointing etc. as required c) Change refrigerate as and when necessary.
33	Simultaneous Interpreting System Operator (SISO) 3150-80-3390-90-4380-1 00-5680	Senior A.V. Technician (Simultaneous Interpreting System) 3350-90-3800-100-4700 -125-6325	a) Same as audio-visual Technicians. b) To operate sound system and repair /replace parts as required in tape recorders, amplifiers, loud speakers etc.

34	Head Wireman 3600-100-4200-125-570 0-150-7050	Head Electrician 3600-100-4200-125-570 0-150-7050	a) Same as for electrician. b) To follow drawings and instruction manuals and execute wiring of control panels with PTs and CTs in the circuit for ammeter, voltmeter, energy meter, power factor meter, frequency meter and remote control circuits c) Drawal and maintenance of overhead lines.
35	Head Turner 3600-100-4200-125-570 0-150-7050	Head Machinist 3600-100-4200-125-570 0-150-7050	a) Same as for Machinist b) Guide Machinists in their works. c) Undertake special jobs in all machines.
36	Automatic Vote Recording Equipment Operator 4500-150-5250-175-7000 -200-8800-225-9700	Automatic Vote Recording Equipment Operator 4500-150-5250-175-7000 -200-8800-225-9700	Maintenance and operation of automatic vote recording equipment.

The Governor is further pleased to order that in case of downgrading of pay scales as indicated above existing incumbents to the post with new designations shall continue to draw pay in the present scale of pay of the post as personal to them and in the case of giving the benefit of higher scale, the benefit shall be allowed notionally with effect from 01.01.96 but actually from 01.01.2000.

Note:- Existing pay scales of Liftman and Khalasi of Electrical Wing of PWD is the scale No. 3 as allowed in compliance with the orders of Hon'ble High Court in Matters no. 473 of 1987 Himangshu Sekhar Sinha & Ors – vs – State of West Bengal subject to results of the appeal preferred by the Govt. against the said judgment.

This order issues with the concurrence of Finance Department vide their U/O No. 1570 Group-P (Service) dated 27.04.07 and U/O No. 1802 dated 22.05.07.

By Order of the Governor

Sd/- AMAL KRISHNA PAUL
Assistant Secretary to the
Government of West Bengal

No. 662-E dated 24.05.2007