

**PERSONNEL AND ADMINISTRATION GROUP
HUMAN RESOURCES**

September 25, 2014

CM - MIS thru **GM - F&A** / **GM -P&A**

Sub: Placing of updated all Professional / Technical courses in our website - Reg.

This has reference to your letter dated 22nd Sep 2014, on the above cited subject.

We have enclosed herewith the details of Professional / Technical Courses as requested.

For your information please.

Dy Manager - HR

Encl. a/a

**PERSONNEL AND ADMINISTRATION GROUP
HUMAN RESOURCES**

September 16, 2014

DGM - P&A (Acting) thru **GM -P&A**

Sub: Display and update the Professional / Technical Courses - Reg.

This has reference to your note dated 16th Sep 2014, on the above cited subject.

We have enclosed herewith the details of Professional / Technical Courses as requested.

For your information please.

Dy Manager - HR

Encl. a/a

ATTACHMENT-I

LIST OF PROFESSIONAL / TECHNICAL COURSES

A PLANT GROUP

PROFESSIONAL QUALIFICATIONS

1. Doctorate in Engineering or equivalent in concerned field
2. M.S / M.Tech / Equivalent PG Degree in concerned field
3. B.E / B.Tech / AMIE / AMIChe / M.Sc (Chem) / M.Sc (Physics)
4. P.G.Diploma in Petrochemicals / Maintenance Management (of 2 years duration)
5. BOE (Boiler Operations Engineer)

B M&D GROUP

PROFESSIONAL QUALIFICATIONS

1. Doctorate in Agriculture or Equivalent in concerned field
2. Post-Graduation Degree in Agriculture / Marketing Management / MBA with specialization in Marketing Management
3. B.Sc (Agri)
4. M.Com – Banking & Insurance Management
5. PG Diploma in Management (with 2 years duration recognized by GOI or equivalent to MBA) with specialization in Marketing Management, Sales Management, Agriculture Marketing and Insurance Management, P.G. Degree in Quantitative Sciences **

** Quantitative Sciences include Mathematics, Statistics, Physics and Chemistry

C F&A GROUP and INTERNAL AUDIT

PROFESSIONAL QUALIFICATIONS

1. Doctorate in Finance or equivalent in concerned field
2. CA / ICWA / MBA with Finance specialization
3. M.Com
4. B.Com with BL / LLB

D MIS

PROFESSIONAL QUALIFICATIONS

1. M.E – CS / IT / MS – Computer Science specialization
2. B.E – CS / IT / ECE, MCA
3. M.Sc (Computer Science)

:2:

E P&A GROUP / CMD's OFFICE / VIGILANCE / SECTL OFFICERS

PROFESSIONAL QUALIFICATIONS

- 1 Doctorate in Personnel Management / Industrial Relations or equivalent in concerned field
- 2 PG Degree in Personnel Management / Industrial Relations / Public Administration / Labour Welfare / Labour Management / Social Work / Sociology / HRM / MBA with specialization in HRM
- 3 ML / BL / LLB
- 4 MBBS for Occupational Health Centre
- 5 M.A. Hindi for Official Language Section

F CORPORATE SECRETARIATE SECTION

PROFESSIONAL QUALIFICATIONS

- 1 ACS with graduation