

No. A-23011/1/2025-O/oDEPT. SECY (ESTT. I)  
Government of India/भारत सरकार  
Directorate General of Training/ प्रशिक्षण महानिदेशालय  
Ministry of Skill Development and Entrepreneurship/कौशल विकास एवं उद्यमशीलता  
मंत्रालय  
(Establishment Section/स्थापना अनुभाग)

द्वितीय तल, कमरा नंबर 213, कौशल भवन,  
मोती बाग, नई दिल्ली-110023  
दिनांक: 23.09.2025

**OFFICE MEMORANDUM**

**Subject: Draft Seniority list of Vocational Instructor/Junior Technical Assistant/Store Keeper (Women Training) as on 19.09.2025 reg**

The undersigned is directed to forward herewith a copy of the draft seniority list of Vocational Instructor/Junior Technical Assistant/Store Keeper (Women Training), DGT, as on 19.09.2025, for circulation of the same among the concerned officers, figuring in the Seniority List enclosed as Annexure.

2. The concerned officers may forward their representation(s), if any, through their respective field offices. The respective RDSDEs/ field offices are requested to forward the representation(s) so received, along with copy of the relevant service records of the concerned officer, to this office, within 15 days of issue of this letter.
3. If no representations are received within the stipulated period, it shall be presumed that no representations / correction have been preferred and the Seniority List so circulated, shall be treated as final.
4. This issues with the approval of the Competent Authority.

Yours faithfully,



(Nidhi Sharma)

Under Secretary to Govt. of India

To,

1. All Vocational Instructors/Junior Technical Assistants/Store Keepers (Women Training) of DGT
2. Regional Directors/HoDs with a request to circulate the draft seniority list among Vocational Instructors/Junior Technical Assistants/Store Keepers (Women Training)
3. IT Cell with a request to upload the same on the website of DGT

**ANNEXURE-I****DRAFT SENIORITY LIST OF VOCATIONAL INSTRUCTORS/ STORE KEEPERS/ JUNIOR TECHNICAL ASSISTANTS UNDER WOMEN TRAINING (WT) UNDER DGT AS ON 19.09.2025**

S. No	Name & Date of Birth	Designation	Trade	Trade-wise Seniority	Educational Qualification	Date of regular appointment in the grade	Method of rectt. Direct / Promotion	Whether SC/ST/OBC or Gen
1	2	3	4	5	6	7	8	9
1.	Archana Kumari 20.01.1977	VI	Arch. D' ship	AD-1	<ul style="list-style-type: none"><li>Intermediate</li><li>Dip. In Arch. D'Ship</li></ul>	15.01.2007	Direct	OBC
2.	B.N. Suresh 26.06.1980	Store Keeper	Mechanical	Mechanical-1	<ul style="list-style-type: none"><li>SSLC</li><li>Dip, in Mechanical Engg.</li></ul>	25.04.2007	Direct	OBC
3.	Gaurav Rai Bhuyan 01.01.1980	VI	Computer Operator & Programming Assistant	COPA-1	<ul style="list-style-type: none"><li>12<sup>th</sup></li><li>3 Years Dip. In Computer Engg.</li></ul>	09.03.2010	Direct	Gen
4.	Jyoti Mohan Bhandari 21.08.1983	VI	Computer Operator & Programming Assistant	COPA-2	<ul style="list-style-type: none"><li>S.S.C</li><li>Diploma in Comp Tech</li><li>POT</li></ul>	29.03.2010	Direct	Gen
5.	Tulika Rani 25.09.1981	VI	Computer Operator	COPA-3	<ul style="list-style-type: none"><li>B.Sc (Med.)</li><li>B.Ed.</li></ul>	01.02.2011	Direct	Gen

			& Programm ing Assistant		<ul style="list-style-type: none"> <li>• Bachelor of Information Technology, (3 yrs Degree)</li> <li>• PGDCA</li> <li>• M.C.A. (Master of Computer Application)</li> <li>• M.Sc. (Computer Science)</li> </ul>			
6.	Vandana Pandey 08.06.1981	VI	Hair & Skin Care	HSC-1	<ul style="list-style-type: none"> <li>• Diploma in Beauty Culture &amp; Hair Dressing</li> <li>• P.O.T</li> <li>• B.A.</li> <li>• M.A. (Hindi)</li> </ul>	03.02.2011	Direct	Gen
7.	Sudha Vishwakarma 15.10.1982	VI	Stenograp hy Hindi	Steno(H)-1	<ul style="list-style-type: none"> <li>• 12<sup>th</sup>, B.Sc</li> <li>• NTC in Hindi Stenography</li> <li>• Advance course in Sec. Practice (Hindi)</li> <li>• NTC in Draughtsman Civil</li> <li>• NCIC (POT)</li> <li>• M.A.</li> <li>• M.SC (CS)</li> <li>• PGDCA</li> </ul>	27.04.2011	Direct	OBC
8.	Pebam Prerna Singh 13.08.1986	VI	Hair & Skin Care	HSC-2	<ul style="list-style-type: none"> <li>• CTS in Hair &amp; Skin Care</li> <li>• Advance Course in BC &amp; HD</li> <li>• POT</li> <li>• B.A (HON.)</li> </ul>	13.06.2011	Direct	OBC

9.	T. Kiran Teegalapally 01.04.1979	VI	Desk Top Publishing Operator	DTPO-1	<ul style="list-style-type: none"> <li>Diploma in Printing Technology</li> <li>Specialization printing finishing and packaging</li> <li>B.Com</li> </ul>	24.10.2011	Direct	OBC
10	Munish Kumar 26.07.1984	VI	Electronic Mechanics	EM-1	<ul style="list-style-type: none"> <li>CTS in electronic mechanic</li> <li>Apprenticeship in electronic mechanic</li> <li>Craft Instructor Training in Electronic Mechanic</li> <li>Higher National Technician Certificates in Industrial Electronics</li> <li>B.A.</li> </ul>	05.01.2012	Direct	Gen
11	Himanish Bhattacharya 28.10.1985	VI	Arch. D'ship	AD-2	<ul style="list-style-type: none"> <li>3 years Diploma in Architecture</li> </ul>	18.04.2012	Direct	Gen
12	Kavita P. 02.09.1983	VI	Arch. D'ship	AD-3	<ul style="list-style-type: none"> <li>12<sup>th</sup></li> <li>CTS in Arch. Draftsmanship</li> <li>CITS Arch. Assistantship</li> </ul>	07.05.2012	Direct	OBC
13	Aswathy Prabhakaran 18.12.1988	VI	Arch. D'ship	AD-4	<ul style="list-style-type: none"> <li>NTC in ARCH Assistantship</li> <li>Diploma in interior design</li> <li>Principles of teaching</li> <li>B.A.</li> </ul>	16.05.2012	Direct	Gen



14	Ashwini M. Koli 01.01.1984	VI	Electronic s Mechanics	EM-2	<ul style="list-style-type: none"> <li>HSC</li> <li>Diploma in E&amp;EE</li> <li>POT</li> </ul>	17.05.2012	Direct	Gen
15	Ruchi Rai 01.06.1982	VI	Electronic s Mechanics	EM-3	<ul style="list-style-type: none"> <li>SSC</li> <li>Diploma in Electronics</li> <li>POT</li> </ul>	05.06.2012	Direct	Gen
16	Sarita Mahla 25.04.1983	VI	Electronic Mechanics	EM-4	<ul style="list-style-type: none"> <li>Diploma in electronics engineering</li> </ul>	26.03.2014	Direct	OBC
17	Mehaboob Badsha 01.06.1966	VI	Secretarial Practice	SP-1	<ul style="list-style-type: none"> <li>SSLC (Xth )</li> <li>ITI Machinest Griner NCVT</li> <li>Typewriting Junior &amp; Senior Grade Diploma (6months) Radio &amp; TV Course</li> <li>ITI Secretarial Practice NCVT CITS</li> <li>Secretarial Practice/Office Management under Modular</li> </ul>	01.01.2019 (Date of entry in Govt. Service 25.04.1988)	Promotion	OBC
18	Rajeshwari 05.07.1969	VI	Electronic Mechanics	EM-5	<ul style="list-style-type: none"> <li>CITS</li> </ul>	01.01.2019	Promotion	SC

Trade Wise Break up of Total 18 VI/JTA/SK of Women Training		
Sr. No	Trade	No. of VIs
1	Architecture Draughtsmanship	04
2	Secretarial Practice	01
3	Hair & Skin Care (H&Sc)	02
4	Desk Top Publishing Operator (DTPO)	01
5	Electronic Mechanics (EM)	05