

**DUTY LIST ATTACHED WITH EACH POST**

<b>Sr. No.</b>	<b>Designation, Name, Pay Scale &amp; Level, Contact No. and Email ID</b>	<b>Duties</b>
1	Director - Dr. Anil Kumar Gaur Scale of Pay : 144200-218200 Level : 14 Contact : 02223544341/32 Ext.-204 Email : director@aiipmr.gov.in	<ul style="list-style-type: none"> <li>- Overall in-charge of the Institute &amp; Head of Office. He is also the Dean /Principal for the Academic courses of the Institute affiliated to MUHS.</li> <li>- Holds Executive &amp; financial powers of Head of Institute As the Director is a Physical Medicine &amp; Rehabilitation specialist, he is also involved in Medical &amp; allied/rehab Teaching &amp; Research.</li> <li>- Clinical - Medical and Surgicalrehabilitation management of patients.</li> <li>- First Appellate Authority for RTI.</li> </ul>
2	Consultant Orthopedics – Dr.Vivek J. Pusnake Scale of Pay : 144200-218200 Level : 14 Contact : 02223544341/32 Ext.-284 Email : sportho@aiipmr.gov.in	<ul style="list-style-type: none"> <li>- Clinical in-charge – responsible mainly for clinical care of the patients in co-ordination with other Heads of Departments under overall control of Head of the Institute.</li> <li>- Clinical – Medical and Surgicalrehabilitation management of patients.</li> <li>- Disability Board Incharge.</li> <li>- Research – Conducts and supervises research.</li> <li>- Teaching- Teaching of students of various courses</li> <li>- Administration- In charge Pathology Department. Chairperson/Member of different committees. Liaison Officer for ST/SC and PwD.</li> <li>- Execute any other work assigned from time to time by Director of the Institute.</li> </ul>
3	Chief Medical Officer (SAG) – Dr. Nima L. Wangdi Scale of Pay : 144200-218200 Level : 14 Contact : 02223544341/32 Ext.-226 Email : <a href="mailto:cmonf@aiipmr.gov.in">cmonf@aiipmr.gov.in</a>	<ul style="list-style-type: none"> <li>- In-charge of Academic Section, Administrative Section &amp; Nodal Officer of NKN.</li> <li>- Chairperson/Member of different committees.</li> <li>- Involved in teaching different subjects such as Research and Statistics, Pathology and Pharmacology.</li> <li>- Guides research of Students and Staff as the member secretary of IEC.</li> <li>- Transparency Officer.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
4	Chief Medical Officer (NFSG) – Dr.SunitaKshirsagar Scale of Pay : 123100-215900 Level : 13 Contact : 02223544341/32 Ext.-246 Email : establishment201@gmail.com	<ul style="list-style-type: none"> <li>- Drawing and disbursing Officer.</li> <li>- Chairperson/ Member of different Committees.</li> <li>- Liaison Officer for EWS.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
5	Chief Medical Officer (NFSG) – Dr.Yuvraj Deepak Kumar Scale of Pay : 123100-215900 Level : 13 Contact : 02223544341/32	<ul style="list-style-type: none"> <li>- Performs professional duties as a Medical Officer in the Department of Anaesthesia.</li> <li>- Grievance officer and CPIO.</li> <li>- Chairperson/Member of different committees.</li> <li>- Liaison Officer for OBC.</li> </ul>

	Ext.-202 Email : <a href="mailto:yuvrajdeepakkumar@gmail.com">yuvrajdeepakkumar@gmail.com</a>	<ul style="list-style-type: none"> <li>- Teaching- Teaching of students of various courses.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
6	Specialist in Radio Diagnosis – Dr.Shefali Gupta Scale of Pay : 123100-215900 Level : 13 Contact : 02223544341/32 Ext.-213 Email : <a href="mailto:agarwalshefali@yahoo.com">agarwalshefali@yahoo.com</a>	<ul style="list-style-type: none"> <li>- In-charge of RadiodiagnosisDepartment,</li> <li>- Clinical- Patient care related to Radiodiagnosis.</li> <li>- Teaching- Teaching of students of various courses</li> <li>- Research – Conducts and supervises research.</li> <li>- Administrative duties - Maintenance of valid License of Radiological Equipments according to AERB Guidelines, Maintenance of Ultrasound reports according to PC PNDT Rules.</li> <li>- Chairperson/Member of different committees.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>

7	Associate Professor for PMR – Dr.AmitMhambre Scale of Pay : 78800-209200 Level : 12 Contact : 02223544341/32 Ext.-261 Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a>	<ul style="list-style-type: none"> <li>- Head of Department of Physical Medicine and Rehabilitation.</li> <li>- Clinical – Medical and Surgicalrehabilitation management of patients.</li> <li>- Research – Conducts and supervises research.</li> <li>- Teaching- Teaching of students of various courses.</li> <li>- Disability Certification and other administrative duties related to PMR.</li> <li>- Member of different committees.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
8	Associate Professor for PMR – Dr.Vinay Goyal Scale of Pay : 78800-209200 Level : 12 Contact : 02223544341/32 Ext.-275 Email : <a href="mailto:vinay.goyal45@nic.in">vinay.goyal45@nic.in</a>	<ul style="list-style-type: none"> <li>- Clinical – Medical and Surgicalrehabilitation management of patients.</li> <li>- Research – Conducts and supervises research.</li> <li>- Teaching- Teaching of students of various courses.</li> <li>- Disability Certification.</li> <li>- Member of different committees.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
9	Associate Professor for PMR – Dr. Sumedh More Scale of Pay : 78800-209200 Level : 12 Contact : 02223544341/32 Ext.-275 Email : <a href="mailto:drsumedh.more@gamil.com">drsumedh.more@gamil.com</a>	<ul style="list-style-type: none"> <li>- Clinical – Medical and Surgicalrehabilitation management of patients.</li> <li>- Research – Conducts and supervises research.</li> <li>- Teaching- Teaching of students of various courses.</li> <li>- Disability Certification.</li> <li>- Member of different committees.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
10	Senior Medical Officer – Dr.Timple R. Sughandh Scale of Pay : 67700-208700 Level : 11 Contact : 02223544341/32	<ul style="list-style-type: none"> <li>- In-charge of Hindi &amp; Library department.</li> <li>- Member of different committees.</li> <li>- Deputy Academic In charge.</li> <li>- Supervises files of Nursing department and assists DDO.</li> </ul>

	Ext.-247 Email : mo1@aiipmr.gov.in	<ul style="list-style-type: none"> <li>- SPARROW Nodal Officer.</li> <li>- Teaching- Teaching of students of various courses.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
11	Specialist Grade III (PMR) – Dr. Mahesh M. Choudhary Scale of Pay : 67700-208700 Level : 11 Contact : 02223544341/32 Ext.-278 Email : <a href="mailto:drmahichoudhary@gmail.com">drmahichoudhary@gmail.com</a>	<ul style="list-style-type: none"> <li>- Clinical – Medical and Surgicalrehabilitation management of patients.</li> <li>- Research – Conducts and supervises research.</li> <li>- Teaching- Teaching of students of various courses.</li> <li>- Disability Certification.</li> <li>- Member of different committees.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
12	Specialist Grade III (Anaesthesia) – Dr. Din Dayal Scale of Pay : 67700-208700 Level : 11 Contact : 02223544341/32 Ext.-278 Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a>	<ul style="list-style-type: none"> <li>- Clinical duties of an Anaesthetist in the Operation Theatre, attends Ward and Pre anaesthetic check-up on Non- Operation days.</li> <li>- Teaching- Teaching of students of various courses.</li> <li>- Member of different committees.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
13	Lecturer& HOD Physiotherapy Department – Mrs.Vimal Telang Scale of Pay : 67700-208700 Level : 11 Contact : 02223544341/32 Ext.-212 Email : <a href="mailto:hotpt@aiipmr.gov.in">hotpt@aiipmr.gov.in</a>	<ul style="list-style-type: none"> <li>- Incharge of Physiotherapy Department.</li> <li>- Looks after Administrative Work of Department.</li> <li>- Physiotherapeutic management of patients.</li> <li>- Research – Conducts and supervises research.</li> <li>- Teaching- Teaching of students of various courses .</li> <li>- Member of various committees of the Institute.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>

14	Lecturer & HOD, Audiology & Speech Therapy department – Mrs. Archana Acharya Scale of Pay : 67700-208700 Level : 11 Contact : 02223544341/32 Ext.-248 Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a>	<ul style="list-style-type: none"> <li>- Incharge of Audiology &amp; Speech Therapy Department.</li> <li>- Evaluate the Speech, Hearing &amp; Communication disorder of the patients and counsel &amp; advise them on hearing aid fitting and home exercise programme, if needed.</li> <li>- Member of various committees of the Institute.</li> <li>- Clinically supervises and participate in teaching programmes, research activities of the department and Institute. Co-ordinator of DHLS and Neonatal screening for hearing disorders programs.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
15	Lecturer & HOD, P&O department – Shri A. G. Indalkar Scale of Pay : 56100-177500 Level : 10 Contact : 02223544341/32 Ext.-203 Email : <a href="mailto:agindalkar@gmail.com">agindalkar@gmail.com</a>	<ul style="list-style-type: none"> <li>- Incharge of Department of Prosthetics &amp; Orthotics-Looks after over all administration of various wings of the Department.</li> <li>- Orthotic and Prosthetic management of patients.</li> <li>- Teaching, training &amp; research in the field of P &amp;O.</li> <li>- Member of various committees of the Institute.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>

16	<p>Lecturer &amp; HOD Occupational Therapy Department –  Mrs. Anita Gupta  Scale of Pay : 56100-177500  Level : 10  Contact : 02223544341/32  Ext.-231  Email : <a href="mailto:anita2004gupta@rediffmail.com">anita2004gupta@rediffmail.com</a></p>	<ul style="list-style-type: none"> <li>- Incharge of Occupational Therapy Department.</li> <li>- Looks after Administrative Work of Department.</li> <li>- Occupational therapeutic management of patients.</li> <li>- Research – Conducts and supervises research.</li> <li>- Teaching- Teaching of students of various courses .</li> <li>- Member of various committees of the Institute.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
17	<p>Lecturer &amp; HOD, Medical – Shri Kailash J. Goswami  Scale of Pay : 67700-208700  Level : 11  Contact : 02223544341/32  Ext.-215  Email : <a href="mailto:aiipmr.msw@nic.in">aiipmr.msw@nic.in</a></p>	<ul style="list-style-type: none"> <li>- Incharge of the Department.</li> <li>- Identify the Divyangjan in the Community and make them aware of the facilities available in the Institute and motivate them to avail those facilities.</li> <li>- Helps in implementation of various programmes meant for Divyangjan .</li> <li>- Participates in various teaching and clinical programme.</li> <li>- Execute any other work assigned by Director of this Institute from time to time.</li> </ul>
18	<p>Lecturer, Vocational Guidance – Mrs. Bhakti Sadavarte (Contractual)  Consolidated Pay : 56100  Contact : 02223544341/32  Ext.- 215  Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a></p>	<ul style="list-style-type: none"> <li>- Performs Psychological testing, IQ testing, and provides counselling to the patients and attends clinics and case conferences.</li> <li>- Teaching- Teaching of students of various courses .</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
19	<p>Bio-Medical Engineer – Shri Mangesh Mhatre  Scale of Pay : 44900-142400  Level : 7  Contact : 02223544341/32  Ext.- 229  Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a></p>	<ul style="list-style-type: none"> <li>- Maintenance of Bio- Medical Equipments.</li> <li>- Provides assistance for developing Aids and Appliances.</li> <li>- Participates in Teaching, Research and Training.</li> <li>- Member of various committees of the Institute</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
20	<p>Sister Tutor &amp; HOD (Nursing dept.)– Mrs. Kamal S. Waghmare  Scale of Pay : 53100-167800  Level : 9  Contact : 02223544341/32  Ext.-227  Email : <a href="mailto:ans.aiipmr@gmail.com">ans.aiipmr@gmail.com</a></p>	<ul style="list-style-type: none"> <li>- Looks after the duties of Assistant Nursing Superintendent.</li> <li>- Allocation &amp; supervision of duties of Nursing Staff and Multi Task Workers.</li> <li>- Nursing care of patients, general supervision of cleanliness and arrangements of OPD, Ward, Operation Theatre &amp; Hospital Section.</li> <li>- Member of various Committees.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
21	<p>Assistant Workshop Manager – Shri Sunil R. Padalkar  Scale of Pay : 44900-142400  Level : 7  Contact : 02223544341/32  Ext.-234</p>	<ul style="list-style-type: none"> <li>- In charge of the administrative work in the Establishment and Accounts Sections.</li> <li>- Supervises the administrative matters related to Prosthetics and Orthotics Workshop store.</li> <li>- Member of various Committees.</li> </ul>

	Email : <a href="mailto:establishment201@gamil.com">establishment201@gamil.com</a>	<ul style="list-style-type: none"> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
22	Assistant Administrative Officer (Establishment) – Smt. Rasika D. Sail Scale of Pay : 35400-112400 Level : 6 Contact : 02223544341/32 Ext.-223 Email : <a href="mailto:establishment201@gamil.com">establishment201@gamil.com</a>	<ul style="list-style-type: none"> <li>- Responsible for the work of the Establishment Section.</li> <li>- Supervises the work of the staff in the Establishment Section.</li> <li>- Member of various Committees.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
23	Assistant Administrative Officer (Accounts)– Smt. MeghaDekatey Scale of Pay : 35400-112400 Level : 6 Contact : 02223544341/32 Ext.-210 Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a>	<ul style="list-style-type: none"> <li>- Responsible for the work of the Accounts Section.</li> <li>- Supervises the work of the staff in the Accounts Section.</li> <li>- Member of various Committees.</li> <li>- Execute any other work assigned by Director of the Institute from time to time</li> </ul>
24	Manager, Vocational Training Workshop – Shri Dinesh G. Patil Scale of Pay : 35400-112400 Level : 6 Contact : 02223544341/32 Ext.-222 Email : <a href="mailto:dineshpatil008@gmail.com">dineshpatil008@gmail.com</a>	<ul style="list-style-type: none"> <li>- Supervises the Administrative Work of the Vocational Training Workshop.</li> <li>- Engaged in providing Training, Job Adjustment &amp; Work Evaluation Programmes for differently-abled persons.</li> <li>- Member of various Committees.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>

#### **OTHERS DEPARTMENT OFFICERS & STAFF**

#### **PHYSIOTHERAPY**

25	Lecturer, PT – Smt. SandhyaWasnik Scale of Pay : 56100-177500 Level : 10 Contact : 02223544341/32 Ext.- 212 Email : <a href="mailto:hodpt@aiipmr.gov.in">hodpt@aiipmr.gov.in</a>	<ul style="list-style-type: none"> <li>- Physiotherapeutic management of patients.</li> <li>- Research – Conducts and supervises research.</li> <li>- Teaching- Teaching of students of various courses.</li> <li>- Represents Physiotherapy department in Disability evaluation.</li> <li>- Any other duties assigned from time to time</li> </ul>
26	Lecturer, PT – Shri R. Ravindran Scale of Pay : 56100-177500 Level : 10 Contact : 02223544341/32 Ext.-270 Email : <a href="mailto:hodpt@aiipmr.gov.in">hodpt@aiipmr.gov.in</a>	
27	Physiotherapist – Shri Vaibhav Dolas Scale of Pay : 44900-142400 Level : 7 Contact : 02223544341 – ext.-253 Email : <a href="mailto:hodpt@aiipmr.gov.in">hodpt@aiipmr.gov.in</a>	<ul style="list-style-type: none"> <li>- Performs clinical assessment and Physiotherapeutic management of patients (Indoor as well as outdoor).</li> <li>- Represents Physiotherapy department in Disability evaluation.</li> <li>- Supervision of post graduate students in clinical postings.</li> <li>- Assist in research, clinical teaching &amp; demonstration for short term courses &amp; Clinical work evaluation.</li> <li>- Execute any other work assigned by HOD of the department of the Institute from time to time.</li> </ul>
28	Physiotherapist – Smt. Sneha Saravana kumar Scale of Pay : 44900-142400 Level : 7 Contact : 02223544341/32 Ext.-288 Email : <a href="mailto:hodpt@aiipmr.gov.in">hodpt@aiipmr.gov.in</a>	
29	Physiotherapist –	

	Smt. Anitha Kumar velan Scale of Pay : 44900-142400 Level : 7 Contact : 02223544341/32 Ext.-288 Email : <a href="mailto:hodpt@aiipmr.gov.in">hodpt@aiipmr.gov.in</a>	
30	Physiotherapist t – Smt. Shweta Mahashur Scale of Pay : 44900-142400 Level : 7 Contact : 02223544341/32 Ext.-268 Email : <a href="mailto:hodpt@aiipmr.gov.in">hodpt@aiipmr.gov.in</a>	
31	Physiotherapist : Sheik Abdul Khadir Amk Scale of Pay : 35400-112400 Level : 6 Contact : 02223544341/32 Ext.-270 Email : <a href="mailto:hodpt@aiipmr.gov.in">hodpt@aiipmr.gov.in</a>	
32	Physiotherapist – Ms. Divyarani Savant Scale of Pay : 35400-112400 Level : 6 Contact : 02223544341/32 Ext.-270 Email : <a href="mailto:hodpt@aiipmr.gov.in">hodpt@aiipmr.gov.in</a>	
33	Physiotherapist – Smt. Mansi Khochare Scale of Pay : 35400-112400 Level : 6 Contact : 02223544341/32 Ext.-288 Email : <a href="mailto:hodpt@aiipmr.gov.in">hodpt@aiipmr.gov.in</a>	
34	Physiotherapist – Smt. Pallavi Kasture Scale of Pay : 35400-112400 Level : 6 Contact : 02223544341/32 Ext.-268 Email : <a href="mailto:hodpt@aiipmr.gov.in">hodpt@aiipmr.gov.in</a>	
<b>OCCUPATIONAL THERAPY DEPARTMENT</b>		
35	Lecturer, Occupational Therapy (on deputation) : Smt. SmitaJayavant	Deputed as Director, Pt. DeendayalUpadhyaya National Institute For Persons with Physical Disabilities
36	Assistant Lecturer, Occupational Therapy : Smt. Vishakha V. Meshram Scale of Pay : 47600 - 151100 Level : 8 Contact : 02223544341/32 Ext.- 239 Email : <a href="mailto:vishakhamesh@gmail.com">vishakhamesh@gmail.com</a>	<ul style="list-style-type: none"> <li>- Occupational therapeutic management of patients.</li> <li>- Research – Conducts and supervises research.</li> <li>- Teaching- Teaching of students of various courses.</li> <li>- Represents Occupational therapy department in Disability evaluation.</li> <li>- Driving assessment of Divyangjan for certification.</li> <li>- Any other duties assigned from time to time</li> </ul>

37	Occupational Therapist : ShriSandeep D. Duphare Scale of Pay : 47600 - 151100 Level : 8 Contact : 02223544341/32 Ext.- 218 Email : <a href="mailto:sduphare72@gmail.com">sduphare72@gmail.com</a>	<ul style="list-style-type: none"> <li>- Physical and functional evaluation of patients.</li> <li>- Planning of suitable exercise programme for the patients.</li> <li>- Advise and arrange support for family members, care takers and client.</li> <li>- Involved in research and teaching programmes of the department.</li> <li>- Splint fabrication .</li> <li>- Execute any other work assigned by HOD from time to time.</li> </ul>
38	Occupational Therapist : Ms. Swati Kurne Scale of Pay : 35400-112400 Level : 6 Contact : 02223544341/32 Ext.- 262 Email : <a href="mailto:swati.kurne@gmail.com">swati.kurne@gmail.com</a>	
39	Occupational Therapist : ShriAkshay Mane Scale of Pay : 35400-112400 Level : 6 Contact : 02223544341/32 Ext.- 272 Email : <a href="mailto:manepasad78@yahoo.in">manepasad78@yahoo.in</a>	
40	Junior technician Orthotics Shri. Shekhar Shinde Scale of Pay : 21700-69100 Level : 3 Contact : 02223544341/32 Ext.- 231 Email : <a href="mailto:shekhar231178@gmail.com">shekhar231178@gmail.com</a>	Carries out day to day work related to upper extremity orthotics for the patients.
41	Medical Social Worker Mrs Anjana Neglur Scale of Pay : 47600 - 151100 Level : 8 Contact : 02223544341/32 Ext.-215 Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a>	<ul style="list-style-type: none"> <li>- Identify the Divyangjan in the Community and make them aware of the facilities available in the Institute and motivate them to avail those facilities.</li> <li>- Helps in implementation of various programmes meant for Divyangjan .</li> <li>- Participates in various teaching and clinical programme.</li> <li>- Execute any other work assigned by HOD/Director of the Institute from time to time.</li> </ul>

#### LIBRARY

42	Library & Information Assistant – Shri Shivram D. Jamhoria Scale of Pay : 47600 - 151100 Level : 8 Contact : 02223544341/32 Ext.-242 Email : <a href="mailto:library-1@aipmr.gov.in">library-1@aipmr.gov.in</a>	<ul style="list-style-type: none"> <li>- Maintenance of Library, purchase of books and journals, record keeping, issue and receipt of books and journals.</li> <li>- Maintaining and updating the e-library.</li> <li>- Execute any other work assigned by Library In-charge / Director of the Institute from time to time.</li> </ul>
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#### PATHOLOGY

43	Laboratory technician – Shri Anant Jangam Scale of Pay : 47600 - 151100 Level : 8 Contact : 02223544341/32 Ext.-205	<ul style="list-style-type: none"> <li>- Laboratory related work.</li> <li>- Any other work assigned by the HOD/Director of the Institute from time to time</li> </ul>
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	Email :establishment201@gmail.com	
<b>P.S. TO DIRECTOR (OFFICE)</b>		
44	Lower Division Clerk - Mr. Sunil Alve Scale of Pay : 19900- 63200 Level : 2 Contact : 02223544341/32 Ext.-204/236 Email: <a href="mailto:director@aipmr.gov.in">director@aipmr.gov.in</a>	<ul style="list-style-type: none"> <li>- Subjectwise correspondence related to Director's Office.</li> <li>- Confidential work.</li> <li>- Any other work assigned by the P.S. to Director and the Director from time to time.</li> </ul>
<b>HINDI DEPARTMENT</b>		
45	Junior Hindi Translator – Smt. Jyoti D. Sankpal (ad-hoc) Scale of Pay : 35400-112400 Level : 6 Contact : 02223544341/32 Ext.-211 Email : <a href="mailto:hindivibhagaaipmr@gmail.com">hindivibhagaaipmr@gmail.com</a>	<ul style="list-style-type: none"> <li>- Perform any work related to Hindi Translation, Hindi Report etc. under the supervision and guidance of In-charge, Hindi department.</li> <li>- Execute any other work assigned by In-charge / Director of the Institute from time to time.</li> </ul>
<b>PROSTHETIC &amp; ORTHOTIC DEPARTMENT</b>		
46	Lecturer, P & O – Shri D. P. Prabhu Scale of Pay : 56100 - 177500 Level : 10 Contact : 02223544341/32 Ext.-267 Email : <a href="mailto:wsm.acad@aipmr.gov.in">wsm.acad@aipmr.gov.in</a>	<ul style="list-style-type: none"> <li>- Co-ordinator BPO/MPO courses.</li> <li>- Looks after the academic related work of the Department.</li> <li>- Orthotic and Prosthetic management of patients.</li> <li>- Teaching, training &amp; research in the field of P &amp;O.</li> <li>- Member of various committees of the Institute.</li> <li>- Execute any other work assigned from time to time.</li> </ul>
47	Lecturer, P & O – Shri H. S. Dongare Scale of Pay : 56100 - 177500 Level : 10 Contact : 02223544341/32 Ext.-225 Email : <a href="mailto:hsdongare49@gmail.com">hsdongare49@gmail.com</a>	<ul style="list-style-type: none"> <li>- In charge of Prosthetic and Orthotics Services.</li> <li>- Orthotic and Prosthetic management of patients.</li> <li>- Teaching, training &amp; research in the field of P &amp;O.</li> <li>- Execute any other work assigned from time to time.</li> </ul>
48	Senior Prosthetist – Shri Makarand N. Saraf Scale of Pay : 44900-142400 Level : 7 Contact : 02223544341/32 Ext.-267 Email : <a href="mailto:makrandsaraf@gmail.com">makrandsaraf@gmail.com</a>	<ul style="list-style-type: none"> <li>- Coordinator of final year BPO course.</li> <li>- Supervises various types of Prosthetic appliances that has been prepared for the patients.</li> <li>- Teaching, training &amp; research in the field of P &amp;O.</li> <li>- Execute any other work assigned by HOD / Director of the Institute from time to time.</li> </ul>
49	Senior Orthotist – Shri Manoj K. Tiwari Scale of Pay : 44900-142400 Level : 7 Contact : 02223544341/32 Ext.-221 Email : <a href="mailto:manojpo07@rediffmail.com">manojpo07@rediffmail.com</a>	<ul style="list-style-type: none"> <li>- Coordinator of III-BPO.</li> <li>- Incharge of P&amp;O Workshop and Store.</li> <li>- Supervises the work related to various types of Orthotics appliances.</li> <li>- Teaching, training &amp; research in the field of P &amp;O.</li> <li>- Execute any other work assigned by HOD / Director of the Institute from time to time.</li> </ul>
50	Junior Prosthetist – Smt. Urmila Naukudkar	<ul style="list-style-type: none"> <li>- Coordinator of II-BPO.</li> </ul>

	Scale of Pay : 44900-142400 Level : 7 Contact : 02223544341/32 Ext.-225 Email : <a href="mailto:urmilanaukudkar@gmail.com">urmilanaukudkar@gmail.com</a>	<ul style="list-style-type: none"> <li>- Supervises preparation of Prosthetic and Orthotic appliances.</li> <li>- Teaching, training &amp; research in the field of P &amp;O.</li> <li>- Execute any other work assigned by HOD / Director of the Institute from time to time.</li> </ul>
51	Junior Orthotist – Smt. Vaishali Pai Scale of Pay : 35400-112400 Level : 6 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:vaishali.nimje22@gmail.com">vaishali.nimje22@gmail.com</a>	<ul style="list-style-type: none"> <li>- Coordinator of I-BPO.</li> <li>- Supervises preparation of Prosthetic and Orthotic appliances.</li> <li>- Teaching, training &amp; research in the field of P &amp;O.</li> <li>- Execute any other work assigned by HOD / Director of the Institute from time to time.</li> </ul>
52	Brace Maker & Fitter – Shri Lukesh Kumar Bhuyar Scale of Pay : 35400-112400 Level : 6 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:brlukesh@gmail.com">brlukesh@gmail.com</a>	<ul style="list-style-type: none"> <li>- Assessment and Measurement for orthoses &amp; Prostheses.</li> <li>- Making, trial &amp; final delivery of Orthoses &amp; Prostheses.</li> <li>- Participate in Training Programmes conducted by Institute in the field of Rehabilitation.</li> <li>- Execute any other work assigned by HOD / Director of the Institute from time to time.</li> </ul>
53	Assistant Brace Maker – Shri Kishan Singh Scale of Pay : 29200-92300 Level : 5 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:coolkrishna1980@gmail.com">coolkrishna1980@gmail.com</a>	<ul style="list-style-type: none"> <li>- Assessment and Measurement for orthoses &amp; Prostheses.</li> <li>- Making, trial &amp; final delivery of Orthoses &amp; Prostheses.</li> <li>- Participate in Training Programmes conducted by Institute in the field of Rehabilitation.</li> <li>- Execute any other work assigned by HOD / Director of the Institute from time to time.</li> </ul>
54	Assistant Brace Maker – Shri Devidas Thakare Scale of Pay : 29200-92300 Level : 5 Contact : 02223544341/32 Ext.-225 Email : <a href="mailto:thakredevidas6@gmail.com">thakredevidas6@gmail.com</a>	<ul style="list-style-type: none"> <li>- Assessment and Measurement for orthoses &amp; Prostheses.</li> <li>- Making, trial &amp; final delivery of Orthoses &amp; Prostheses.</li> <li>- Participate in Training Programmes conducted by Institute in the field of Rehabilitation.</li> <li>- Execute any other work assigned by HOD / Director of the Institute from time to time.</li> </ul>
55	Assistant Brace Maker – Shri Mohit Gupta Scale of Pay : 29200-92300 Level : 5 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:mohitgupta201057@yahoo.com">mohitgupta201057@yahoo.com</a>	<ul style="list-style-type: none"> <li>- Assessment and Measurement for orthoses &amp; Prostheses.</li> <li>- Making, trial &amp; final delivery of Orthoses &amp; Prostheses.</li> <li>- Participate in Training Programmes conducted by Institute in the field of Rehabilitation.</li> <li>- Execute any other work assigned by HOD / Director of the Institute from time to time.</li> </ul>
<b>PROSTHETIC &amp; ORTHOTIC WORKSHOP</b>		
56	Foreman - Mr.Kishor P. Damania Scale of Pay : 35,400-1,12,400 Level : 6 Contact : 02223544341/32 Ext.-249	<ul style="list-style-type: none"> <li>- Supervision of the work of the Prosthetics and Orthotics Workshop (P&amp;O Workshop).</li> <li>- Maintain quality of the appliances during various stages of production and subsequent finishing of the appliances.</li> <li>- To ensure timely delivery of appliances.</li> </ul>

	Email: <a href="mailto:kishordamania63@gmail.com">kishordamania63@gmail.com</a>	<ul style="list-style-type: none"> <li>- Any other work assigned by the workshop In-charge or HOD from time to time.</li> </ul>
57	<p>Designer &amp; Pattern Maker - Mr.Dilip A. Hajare Scale of Pay : 29200-92300 Level : 5 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:hdilip64@gmail.com">hdilip64@gmail.com</a></p>	<ul style="list-style-type: none"> <li>- Supervision of Shoe and Leather Sections of P&amp;O Workshop.</li> <li>- To cut different patterns of footwear templates as per individual requirements.</li> <li>- To ascertain quality control of footwears and leather padded appliances.</li> <li>- Any other work assigned by the workshop in charge or HOD from time to time.</li> </ul>
58	<p>Sr. Metal Worker - Mr.Arvind P. Aher Scale of Pay : 25500- 81100 Level : 4 Contact : 02223544341/32 Ext.-233 Email: <a href="mailto:arvindaher9124@gmail.com">arvindaher9124@gmail.com</a></p>	<ul style="list-style-type: none"> <li>- Supervision of MetalSection of P&amp;O Workshop and assign work to the subordinate staff.</li> <li>- To maintain the time schedule as per the production chart for timely delivery of appliances.</li> <li>- Any other work assigned by the workshop in charge or HOD from time to time.</li> </ul>
59	<p>Sr. Metal Worker - Mr.Bhaskar S. Panchal Scale of Pay : 25500- 81100 Level : 4 Contact : 02223544341/32 Ext.-233 Email:<a href="mailto:bhaskarpanchal1@gmail.com">bhaskarpanchal1@gmail.com</a></p>	<ul style="list-style-type: none"> <li>- Supervision of MetalSection of P&amp;O Workshop</li> <li>- To maintain the time schedule as per the production chart for timely delivery of appliances.</li> <li>- Any other work assigned by the workshop in charge or HOD from time to time.</li> </ul>
60	<p>Jr. Tech. (Orthotics) - Mr.Subhash T. Shinde Scale of Pay : 25500- 81100 Level : 4 Contact : 02223544341/32 Ext.-233 Email:<a href="mailto:subhashsinde.1211@gmail.com">subhashsinde.1211@gmail.com</a></p>	
61	<p>Jr. Tech. (Orthotics) Mr.Vinod G. Vichare Scale of Pay : 25500- 81100 Level : 4 Contact : 02223544341/32 Ext.-233 Email:<a href="mailto:vinodvichare05@gmail.com">vinodvichare05@gmail.com</a></p>	
62	<p>Jr. Tech. (Orthotics) - Mr. Ramesh G. Dapse Scale of Pay : 25500- 81100 Level : 4 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:ameshdapse32@gmail.com">ameshdapse32@gmail.com</a></p>	
63	<p>Jr. Tech. (Orthotics) - Mr.Namdeo R. Adhari Scale of Pay : 25500- 81100 Level : 4 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:adharin1@gmail.com">adharin1@gmail.com</a></p>	<ul style="list-style-type: none"> <li>- Assembling, preparation and repairing of appliances (orthotics).</li> <li>- Any other work assigned by the workshop in charge or HOD from time to time.</li> </ul>
64	<p>Jr. Tech. (Orthotics) - Mr. Ramesh T. Wagh</p>	

	<p>Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:waghramesh.65@gmail.com">waghramesh.65@gmail.com</a></p>
65	<p>Jr. Tech. (Orthotics) -  Mr.Premnath B. Bhalerao  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email: <a href="mailto:premnathbhalerao@gmail.com">premnathbhalerao@gmail.com</a></p>
66	<p>Jr. Tech. (Orthotics) -  Mr.Nitin S. Gavali  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:ningavali6@gmail.com">ningavali6@gmail.com</a></p>
67	<p>Jr. Tech. (Orthotics) -  Mr.Santosh B. Salunke  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:sbsalunke31@gmail.com">sbsalunke31@gmail.com</a></p>
68	<p>Jr. Tech. (Orthotics) -  Mr.Tanaji S. Alave  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:tanajialave8@gmail.com">tanajialave8@gmail.com</a></p>
69	<p>Jr. Tech. (Orthotics) -  Mr.Yogesh J. Gharat  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:yogesh.gharat05@gmail.com">yogesh.gharat05@gmail.com</a></p>
70	<p>Jr. Tech. (Orthotics) -  Mr. Ramesh V. Kadam  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:rvkadam64@gmail.com">rvkadam64@gmail.com</a></p>
71	<p>Jr. Tech. (Orthotics)  Mr. Deepak M. Magdum  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32</p>

	Ext.-233 Email : <a href="mailto:dipmagdum@gmail.com">dipmagdum@gmail.com</a>	
72	Jr. Tech. (Orthotics) - Mr. Ramesh B. Aragade Scale of Pay : 19900- 63200 Level : 2 Contact : 02223544341/32 Ext.-233 Email: <a href="mailto:ramesharagade@gmail.com">ramesharagade@gmail.com</a>	
73	Jr. Tech. (Orthotics) - Mr. Sachin P. Mitkar Scale of Pay : 19900- 63200 Level : 2 Contact : 02223544341/32 Ext.-233 Email: <a href="mailto:smitkar454@gmail.com">smitkar454@gmail.com</a>	
74	Jr. Tech. (Orthotics) - Mr. Vikas S. Pawale Scale of Pay : 19900- 63200 Level : 2 Contact : 02223544341/32 Ext.-233 Email: <a href="mailto:vikas.pawale2015@gmail.com">vikas.pawale2015@gmail.com</a>	
75	Jr. Tech. (Orthotics) - Mr. Gautam Kumar Scale of Pay : 19900- 63200 Level : 2 Contact : 02223544341/32 Ext.-233 Email: <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a>	
76	Jr. Tech. (Electroplating) - Mr. Vinayak A. Shinde Scale of Pay : 19900-63200 Level : 2 Contact : 02223544341/32 Ext.-233 Email: <a href="mailto:vinayak.shinde83@gmail.com">vinayak.shinde83@gmail.com</a>	<ul style="list-style-type: none"> <li>- Electroplating of different parts of orthoses and prostheses.</li> <li>- Any other work assigned by the workshop in charge or HOD from time to time.</li> </ul>
77	Jr. Tech. (Blacksmith) - Mr. Ekhnath L. Kurade Scale of Pay : 21700- 69100 Level : 3 Contact : 02223544341/32 Ext.-233 Email: <a href="mailto:eknath0@gmail.com">eknath0@gmail.com</a>	<ul style="list-style-type: none"> <li>- Making forged prosthetic and orthotic joints.</li> <li>- Any other work assigned by the workshop in charge or HOD from time to time.</li> </ul>
78	Sr. Wood Worker - Mr. Suresh V. Kanchan Scale of Pay : 29200-92300 Level : 5 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:sureshkanchan44@gmail.com">sureshkanchan44@gmail.com</a>	<ul style="list-style-type: none"> <li>- Supervision of Carpentry/Wood Section of P&amp;O Workshop and assign work to the subordinate staff.</li> <li>- To maintain the time schedule as per the production chart for timely delivery of appliances.</li> <li>- Any other work assigned by the workshop in charge or HOD from time to time.</li> </ul>
79	Jr. Tech. (Prosthetic) - Mr. Harishchandra B. Chavan	

	<p>Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email:<a href="mailto:harishchandrachavan08961@gmail.com">harishchandrachavan08961@gmail.com</a></p>	
80	<p>Jr. Tech. (Prosthetic) -  Mr.Suryakant B. Mane  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:smaiipmr@gmail.com">smaiipmr@gmail.com</a></p>	
81	<p>Jr. Tech. (Prosthetic) -  Mr.Santosh G. Choudhary  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:santoshchoudhari51@gmail.com">santoshchoudhari51@gmail.com</a></p>	
82	<p>Jr. Tech. (Prosthetic) -  Mr.Santosh B. Yadav  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:santoshbyadav9@gmail.com">santoshbyadav9@gmail.com</a></p>	<ul style="list-style-type: none"> <li>- Assembling, preparation and repairing of appliances (Prosthetics)</li> <li>- Any other work assigned by the workshop in charge or HOD from time to time</li> </ul>
83	<p>Jr. Tech. (Prosthetic) -  Mr. Maruti M. Kale  Scale of Pay : 19900-63200  Level : 2  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:marutikale66@gmail.com">marutikale66@gmail.com</a></p>	
84	<p>Jr. Tech. (Prosthetic) -  Mr.Narendra S. Jadhav  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:nsjadhav19880@gmail.com">nsjadhav19880@gmail.com</a></p>	
85	<p>Jr. Tech. (Prosthetic) -  Mr.Gurunath P. Bhabal  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:gurunathpb@gmail.com">gurunathpb@gmail.com</a></p>	
86	<p>Jr. Tech. (Prosthetic) -  Mr. Ajay A. Sonavane  Scale of Pay : 19900- 63200  Level : 2  Contact : 02223544341/32  Ext.-233</p>	

	Email : <a href="mailto:ajaysonavane83@gmail.com">ajaysonavane83@gmail.com</a>	
87	Jr. Tech. (Prosthetic) - Mr.Mandar C. Tondwalkar Scale of Pay : 21700- 69100 Level : 3 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:mandartondwalkar@gmail.com">mandartondwalkar@gmail.com</a>	
88	Jr. Tech. (Prosthetic) - Mr. Aryan Kumar Vishwakarma Scale of Pay : 19900- 63200 Level : 2 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a>	
89	Jr. Tech. (Prosthetic) - Mr. Pawan kumar Ambhore Scale of Pay : 19900- 63200 Level : 2 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a>	
90	Sr. Leather Worker - Mr.Satish W. Patkar Scale of Pay : 25500- 81100 Level : 4 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:patkarsatish518@gmail.com">patkarsatish518@gmail.com</a>	<ul style="list-style-type: none"> <li>- Supervision of Leather Section of P&amp;O Workshop and assign work to the subordinate staff.</li> <li>- To maintain the time schedule as per the production chart for timely delivery of appliances.</li> <li>- Any other work assigned by the workshop in charge or HOD from time to time.</li> </ul>
91	Jr. Tech. (Leather Technology) Mr. Ashok S. Karande Scale of Pay : 21700- 69100 Level : 3 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:akarande64@gmail.com">akarande64@gmail.com</a>	
92	Jr. Tech. (Leather Technology) Mr. Manoj C. Mane Scale of Pay : 19900- 63200 Level : 2 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:manojmane33@rediffmail.com">manojmane33@rediffmail.com</a>	<ul style="list-style-type: none"> <li>- Assembling, preparation and repairing of appliances (Leather work)</li> <li>- Any other work assigned by the workshop in charge or HOD from time to time.</li> </ul>
93	Jr. Tech. (Leather Technology) Mr.Bhushan P. Tidke Scale of Pay : 19900- 63200 Level : 2 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:bhusantidke7733@gmail.com">bhusantidke7733@gmail.com</a>	
94	Instructor - Mr. Ashok M. Dhekane	

	<p>Scale of Pay : 25500- 81100  Level : 4  Contact : 02223544341/32  Ext.-233  Email:<a href="mailto:ashokdhekane03@gmail.com">ashokdhekane03@gmail.com</a></p>	
95	<p>Instructor -  Mr. Sanjay B. Kamble  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:sanjaykamble823@gmail.com">sanjaykamble823@gmail.com</a></p>	<ul style="list-style-type: none"> <li>- To impart the skills in the students undergoing BPO programme</li> <li>- Any other work assigned by the workshop in charge or HOD from time to time.</li> </ul>
96	<p>Instructor -  Mr.Anand G. Athwankar  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:anandatwankar@gmail.com">anandatwankar@gmail.com</a></p>	
97	<p>Jr. Tech. (Leather Technology)  Mr.Amit S. Tawade  Scale of Pay : 19900- 63200  Level : 2  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:atawade384@gmail.com">atawade384@gmail.com</a></p>	<ul style="list-style-type: none"> <li>- Assembling, preparation and repairing of appliances (Leather work)</li> <li>- Any other work assigned by the workshop in charge or HOD from time to time.</li> </ul>
98	<p>Senior Shoe Maker  Mr.Dattu P. Gaikwad  Scale of Pay : 29200-92300  Level : 5  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:datt.p.gaikawad@gmail.com">datt.p.gaikawad@gmail.com</a></p>	<ul style="list-style-type: none"> <li>- Supervision of Shoe Section of P&amp;O Workshop and assign work to the subordinate staff.</li> <li>- To maintain the time schedule as per the production chart for timely delivery of appliances.</li> <li>- Any other work assigned by the workshop in charge or HOD from time to time.</li> </ul>
99	<p>Jr. Tech. (Footwear Technology)  Mr.Maruti T. Shinde  Scale of Pay : 25500- 81100  Level : 4  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:shindemt6661@gmail.com">shindemt6661@gmail.com</a></p>	
100	<p>Jr. Tech. (Footwear Technology) -  Mr. Pradeep D. Pote  Scale of Pay : 25500-81100  Level : 4  Contact : 02223544341/32</p>	

	Ext.-233 Email : <a href="mailto:pradeep1964@gmail.com">pradeep1964@gmail.com</a>	
101	Jr. Tech. (Footwear Technology) - Mr. Suresh L. Agawane Scale of Pay : 21700- 69100 Level : 3 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:sureshagawane10@gmail.com">sureshagawane10@gmail.com</a>	
102	Jr. Tech. (Footwear Technology) - Mr.Dattatray T. Shinde Scale of Pay : 21700- 69100 Level : 3 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:dtshinde25@gmail.com">dtshinde25@gmail.com</a>	
103	Jr. Tech. (Footwear Technology) - Mr. Ganesh R. Thorat Scale of Pay : 21700- 69100 Level : 3 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:ganeshthorat43@gmail.com">ganeshthorat43@gmail.com</a>	
104	Jr. Tech. (Footwear Technology) - Mr. Deepak M. Lokare Scale of Pay : 21700- 69100 Level : 3 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:deepaklokare1981@gmail.com">deepaklokare1981@gmail.com</a>	
105	Jr. Tech. (Footwear Technology) - Mr. Ajay M. Kanase Scale of Pay : 21700- 69100 Level : 3 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:ajaykanse1985@gmail.com">ajaykanse1985@gmail.com</a>	
106	Jr. Tech. (Footwear Technology) - Mr.Vinod M. Agawane Scale of Pay : 21700- 69100 Level : 3 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:vinodagawane1982@gmail.com">vinodagawane1982@gmail.com</a>	
107	Jr. Tech. (Footwear Technology) - Mr.Vishwas D. Lokare Scale of Pay : 19900- 63200 Level : 2 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:vishwash.lokare@gmail.com">vishwash.lokare@gmail.com</a>	<ul style="list-style-type: none"> <li>- Assembling, preparation and repairing of appliances ( Orthotic Footwear)</li> <li>- Any other work assigned by the workshop in charge or HOD from time to time.</li> </ul>
108	Jr. Tech. (Footwear Technology) - Mr. Mahesh A. Kamble	

	<p>Scale of Pay : 19900- 63200  Level : 2  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:mahesh.kamble5may@gmail.com">mahesh.kamble5may@gmail.com</a></p>
109	<p>Jr. Tech. (Footwear Technology) -  Mr.Rajendrakumar A. Kurade  Scale of Pay : 19900- 63200  Level : 2  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:rajendrakumarkurade18@gmail.com">rajendrakumarkurade18@gmail.com</a></p>
110	<p>Jr. Tech. (Footwear Technology)  Mr.Sandip S. Kale  Scale of Pay : 19900- 63200  Level : 2  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:kalesandeep290791@gmail.com">kalesandeep290791@gmail.com</a></p>
111	<p>Jr. Tech. (Footwear Technology)  Mr.Atul B. Chavare  Scale of Pay : 19900- 63200  Level : 2  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:atulchavare95@gmail.com">atulchavare95@gmail.com</a></p>
112	<p>Jr. Tech. (Footwear Technology)  Mr. Sanjay A. Karande  Scale of Pay : 19900- 63200  Level : 2  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:sanjay2karande@gmail.com">sanjay2karande@gmail.com</a></p>
113	<p>Jr. Tech. (Footwear Technology)  Mr.Hemant J. Rudraksh  Scale of Pay : 25500- 81100  Level : 4  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:hemantrudraksha1965@gmail.com">hemantrudraksha1965@gmail.com</a></p>
114	<p>Jr. Tech. (Footwear Technology)  Mr. Pradeep D. Bhagywant  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:bhagywantpradeep79@gmail.com">bhagywantpradeep79@gmail.com</a></p>
115	<p>Jr. Tech. (Footwear Technology) -  Mr. Pandarinath K. Lokare  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32</p>

	Ext.-233 Email : <a href="mailto:pklokare2751965@gmail.com">pklokare2751965@gmail.com</a>	
<b>ACCOUNT SECTION</b>		
116	Upper Division Clerk – Smt. Shraddha S. Kadam Scale of Pay : 35400-112400 Level : 6 Contact : 02223544341/32 Ext.-210 Email : <a href="mailto:skadam8465@gmail.com">skadam8465@gmail.com</a>	<ul style="list-style-type: none"> <li>- Performs duties related to preparation of pay bills for Group A,B,&amp; C employees.</li> <li>- Generate form 16, TDS quarterly reports.</li> <li>- Income Tax calculation for Gr. A,B,&amp; C employee.</li> <li>- Execute any other work assigned by HOD from time to time.</li> </ul>
117	Upper Division Clerk – Shri Sanjay A. Mitkar Scale of Pay : 29200-93200 Level : 5 Contact : 02223544341/32 Ext.-210 Email : <a href="mailto:sanjay.a.mitkar@gmail.com">sanjay.a.mitkar@gmail.com</a>	<ul style="list-style-type: none"> <li>- Performs duties of cashier such as depositing cash &amp; cheque &amp; DD in Bank, Collecting money from patients for aids and appliance, fee from students etc.</li> <li>- Maintenance of cash register, Social welfare register, Digital payment records its updation &amp; handling of the cash.</li> <li>- Entry of Non-govt recovery in EIS, deposit of professional tax online etc.</li> <li>- Execute any other work assigned by HOD from time to time.</li> </ul>
118	Upper Division Clerk – Smt. Shravani H. Nagvekar Scale of Pay : 29200-93200 Level : 5 Contact : 02223544341/32 Ext.-210 Email : <a href="mailto:shravani11769@gmail.com">shravani11769@gmail.com</a>	<ul style="list-style-type: none"> <li>- Prepare TDS report of Non-Salaried, Prepare Contingent Bills, GPF advance and withdrawal bills, and reimbursement bills etc.</li> <li>- Processing and maintaining advance and reimbursement bills/ records.</li> <li>- Execute any other work assigned by HOD from time to time.</li> </ul>
119	Lower Division Clerk – Shri Sudhanshu Kumar Scale of Pay : 19900-63200 Level : 2 Contact : 02223544341/32 Ext.-210 Email : <a href="mailto:ldc6@aiipmr.gov.in">ldc6@aiipmr.gov.in</a>	<ul style="list-style-type: none"> <li>- Maintaining Pay Bill Registers of Group –C, MTS and NPS employees.</li> <li>- Income tax calculation of Gr. C employees.</li> <li>- Preparing &amp; Processing of various bills and maintaining of records.</li> <li>- Preparing Monthly and quarterly reports &amp; preparing draft for the audit paras etc.</li> <li>- Execute any other work assigned by HOD from time to time.</li> </ul>
<b>ESTABLISHMENT SECTION</b>		
120	Upper Division Clerk – Shri Sunil M. Advilkar Scale of Pay : 29200-92300 Level : 5 Contact : 02223544341/32 Ext.-251 Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a>	<ul style="list-style-type: none"> <li>- Work related to purchase and contracts.</li> <li>- Registration of the pensioners on Bhavishya Portal for Pension purpose etc.</li> <li>- Administrative assistance to the different committees.</li> <li>- Execute any other work assigned by HOD of the department of the Institute from time to time.</li> </ul>
121	Upper Division Clerk – Smt. Pratibha P. Sandim Scale of Pay : 29200-92300 Level : 5 Contact : 02223544341/32 Ext.-223 Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a>	<ul style="list-style-type: none"> <li>- Budget and service books related works.</li> <li>- Maintaining records of outsource services.</li> <li>- Work related to questions from Parliament , Vigilance, Preparing Sanction Orders etc.</li> <li>- Assistance for work related to redevelopment and reconstruction of the old workshop building.</li> </ul>

		<ul style="list-style-type: none"> <li>- Execute any other work assigned by HOD from time to time.</li> </ul>
122	Upper Division Clerk – Ms.Kalpita D. Gangal Scale of Pay : 25500-81100 Level : 4 Contact : 02223544341/32 Ext.-223 Email : establishment201@gmail.com	<ul style="list-style-type: none"> <li>- Maintenance of records and correspondence related to employment of group B and C posts including DPC and roster maintenance etc.</li> <li>- Execute any other work assigned by HOD from time to time.</li> </ul>
123	Upper Division Clerk – Shri Santosh N. Mhatre Scale of Pay : 25500-81100 Level : 4 Contact : 02223544341/32 Ext.-251 Email : establishment201@gmail.com	<ul style="list-style-type: none"> <li>- Work related to GeM portal.</li> <li>- Assistance to CPIO.</li> <li>- Secretarial assistance to various committees.</li> <li>- Execute any other work assigned by HOD from time to time.</li> </ul>
124	Hindi Typist - Smt. Devyani D. Dudumkar (ad-hoc) Scale of Pay : 19900-63200 Level : 2 Contact : 02223544341/32 Ext.-251 Email : establishment201@gmail.com	<ul style="list-style-type: none"> <li>- Office work related to Maintenance of Infrastructure, CGHS, Personal file, utility bills, employees association etc.</li> <li>- Secretarial assistance to various committees.</li> <li>- Execute any other work assigned by HOD from time to time.</li> </ul>
<b>ACADEMIC SECTION</b>		
125	Upper Division Clerk – Smt. Trupti M. Amberkar Scale of Pay : 25500-81100 Level : 4 Contact : 02223544341/32 Ext.-208 Email : acad.aiipmr@nic.in	<ul style="list-style-type: none"> <li>- Clerical work related to Academic section like maintenance of students/teachers records, correspondence with the MUHS and other regulatory bodies for various courses, DGHS, MoHFW, other Institutes, teachers and students etc.</li> <li>- Supervision of the work of subordinate staff.</li> </ul>
126	Lower Division Clerk - Academic Section : Smt. SmithaPrabhakaran Scale of Pay : 19000-63200 Level : 2 Contact : 02223544341/32 Ext.-208 Email : acad.aiipmr@nic.in	<ul style="list-style-type: none"> <li>- Any other work assigned by Academic Incharge from time to time.</li> </ul>
<b>RADIOLOGY DEPARTMENT</b>		
127	X-Ray Technician- Shri. Nainan Mathew Scale of Pay : 47600-151100 Level : 8 Contact : 02223544341/32 Ext.-217 Email: <a href="mailto:mathewnainan20@yahoo.com">mathewnainan20@yahoo.com</a>	Performing x-rays and orthoscannograms Maintenance of Patient Records Maintenance of Film Stock
<b>NURSING DEPARTMENT</b>		
128	Senior Nursing Officer (Ward In-charge) – Mrs. Bharti A. Ukey Scale of Pay : 53100-167800 Level : 9 Contact : 02223544341/32 Ext.-207 Email : <a href="mailto:ans.aiipmr@gmail.com">ans.aiipmr@gmail.com</a>	<ul style="list-style-type: none"> <li>- Responsible for nursing care of the patients.</li> <li>- Supervision and management of the ward, assign duties to the nursing staff and MTS.</li> <li>- Responsible for condemnation and physical verifications.</li> <li>- Any other duty assigned by HOD from time to time.</li> </ul>
129	Operation Theatre Sister - Mrs.Sajana James Scale of Pay : 53100-167800	<ul style="list-style-type: none"> <li>- Responsible for preparation of OT and assists during surgeries.</li> </ul>

	<p>Level : 9  Contact : 02223544341/32  Ext.-227  Email : <a href="mailto:ans.aiipmr@gmail.com">ans.aiipmr@gmail.com</a></p>	<ul style="list-style-type: none"> <li>- Assistance in hospital store-items purchase and stock maintenance.</li> <li>- Any other duty assigned by HOD from time to time.</li> </ul>
130	<p>Nursing Officer- Smt. Geetha A.K. Sharma  Scale of Pay : 53100-167800  Level : 9  Contact : 02223544341/32  Ext.-271  Email : <a href="mailto:ans.aiipmr@gmail.com">ans.aiipmr@gmail.com</a></p>	<ul style="list-style-type: none"> <li>- Nursing care of patients.</li> <li>- Assisting in administrative functioning of Nursing department.</li> <li>- Any other duty assigned by HOD from time to time.</li> </ul>
131	<p>Nursing Officer- Mrs. Sharada R. Kamble  Scale of Pay : 53100-167800  Level : 9  Contact : 02223544341/32  Ext.-285  Email : <a href="mailto:ans.aiipmr@gmail.com">ans.aiipmr@gmail.com</a></p>	
132	<p>Nursing Officer - Mrs. Ranjita B. Kadam  Scale of Pay : 53100-167800  Level : 9  Contact : 02223544341/32  Ext.-207 /227  Email : <a href="mailto:ans.aiipmr@gmail.com">ans.aiipmr@gmail.com</a></p>	
133	<p>Nursing Officer- Mrs.Sneha V. Waigankar  Scale of Pay : 44900-142400  Level : 7  Contact : 02223544341/32  Ext.- 285  Email : <a href="mailto:ans.aiipmr@gmail.com">ans.aiipmr@gmail.com</a></p>	
134	<p>Nursing Officer - Mrs.Sakshi S. Patkar  Scale of Pay : 44900-142400  Level : 7  Contact : 02223544341/32  Ext.-207/285  Email : <a href="mailto:ans.aiipmr@gmail.com">ans.aiipmr@gmail.com</a></p>	<ul style="list-style-type: none"> <li>- Responsible for nursing care of the patients.</li> <li>- Supervision and management of the OT/Ward/OPD.</li> <li>- Any other duty assigned by HOD from time to time</li> </ul>
135	<p>Nursing Officer - Mrs.Sneha S. Golapkar  Scale of Pay : 47600-151100  Level : 8  Contact : 02223544341/32  Ext.-207  Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a></p>	
136	<p>Nursing Officer –  Mrs. Minal S. Mhamunkar  Scale of Pay : 47600-151100  Level : 8  Contact : 02223544341/32  Ext.-207  Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a></p>	
137	<p>Nursing Officer –  Mrs.Tresa Shaji  Scale of Pay : 47600-151100  Level : 8  Contact : 02223544341/32  Ext.-207  Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a></p>	
138	<p>Nursing Officer –</p>	

	<p>Mrs.Jincy Mary Varghese  Scale of Pay : 44900-142400  Level : 7  Contact : 02223544341/32  Ext.-207  Email : establishment201@gmail.com</p>	
139	<p>Nursing Officer - Kum. VeenaPardhi  Scale of Pay : 44900-142400  Level : 7  Contact : 02223544341/32  Ext.-207  Email : establishment201@gmail.com</p>	
<b>Vocational Training Workshop Department</b>		
140	<p>Photographer, VTW -  Shri. Chaitanya Keshrinath Patil  Scale of Pay : 35400-112400  Level : 6  Contact : 02223544341/32  Ext.-222  Email : establishment201@gmail.com</p>	<ul style="list-style-type: none"> <li>- To impart training in photography to Divyangjan .</li> <li>- To take clinical photographs.</li> <li>- To take photographs of different visits, events, functions and other activities of the Institute.</li> <li>- Any other work as assigned by the HOD from time to time.</li> </ul>
141	<p>Instructor, VTW -  Mr. Rajesh Laxman Pawar  Scale of Pay : 29200-92300  Level : 5  Contact : 02223544341/32  Ext.-222  Email : establishment201@gmail.com</p>	<ul style="list-style-type: none"> <li>- Imparting training to Divyangjan in Carpentry.</li> <li>- Assessing the specific abilities of differently- abled patients, from the point of view of their final absorption in different fields.</li> <li>- Maintenance of tools, equipment, records and materials.</li> <li>- Any other work as assigned by the HOD from time to time.</li> </ul>
142	<p>Instructor, VTW -  Mrs. SulbhaVinayak Joshi  Scale of Pay : 29200-92300  Level : 5  Contact : 02223544341/32  Ext.-222  Email : establishment201@gmail.com</p>	<ul style="list-style-type: none"> <li>- Imparting training to Divyangjan in Tailoring.</li> <li>- Assessing the specific abilities of Divyangjan, from the point of view of their final absorption in different fields.</li> <li>- Maintenance of tools, equipment, records and materials.</li> <li>- Any other work as assigned by the HOD from time to time</li> </ul>
143	<p>Instructor, VTW -  Shri. Uday Shivaji Tambe  Scale of Pay : 29200-92300  Level : 5  Contact : 02223544341/32  Ext.-222  Email : establishment201@gmail.com</p>	<ul style="list-style-type: none"> <li>- Assessing the specific abilities of Divyangjan for training in different trades.</li> <li>- Training and assistance in making various aids and appliances.</li> <li>- Any other work as assigned by the HOD from time to time.</li> </ul>
144	<p>Supervisor, VTW -  Shri. Prashant Arvind Karve</p>	<ul style="list-style-type: none"> <li>- To supervise overall training activities of the Vocational Training Workshop.</li> </ul>

	<p>Scale of Pay : 35400-112400  Level : 6  Contact : 02223544341/32  Ext.-222  Email : establishment201@gmail.com</p>	<ul style="list-style-type: none"> <li>- Supervision of workshop instructors in their routine work.</li> <li>- Maintain record and distribution of stipend given to the trainees.</li> <li>- To maintain leave records of trainees.</li> <li>- Prepare list of tools and equipment as and when required for verification.</li> <li>- To arrange the alternative arrangement during the period of absence of trade Instructor.</li> <li>- To take care of Implementation of safety precautions measure.</li> <li>- Any other work as assigned by the HOD from time to time.</li> </ul>
145	<p>Instructor, VTW -  Shri. Ajit Ramchandra Bordavekar  Scale of Pay : 217000-69100  Level : 3  Contact : 02223544341/32  Ext.-222  Email : Ajitbordavekar72@gmail.com</p>	<ul style="list-style-type: none"> <li>- Imparting training to Divyangjan in Computers.</li> <li>- Assessing the specific abilities of differently- abled patients, from the point of view of their final absorption in different fields.</li> <li>- Maintenance of computer systems and its accessories in the section.</li> <li>- Uploading&amp; updating the data on Institute's website and looks after the maintenance of institute website www.aiipmr.gov.in.</li> <li>- Any other work as assigned by the HOD from time to time.</li> </ul>
<b>DRIVERS</b>		
146	<p>Driver(Grade II)  Shri Nathuram J. Tandel  Scale of Pay : 29200-92300  Level : 5  Contact : 02223544341/32  Ext.-204/236  Email : establishment201@gmail.com</p>	<ul style="list-style-type: none"> <li>- Ambulance Duty</li> <li>- Office/Head office/Visitor office Duty</li> <li>- VIP Duty</li> <li>- Any other work as assigned by the HOD from time to time.</li> </ul>
147	<p>Driver(Grade II)  Shri Vivek S. Shetye  Scale of Pay : 29200-92300  Level : 5  Contact : 02223544341/32  Ext.-204/236  Email : establishment201@gmail.com</p>	
148	<p>Driver(Grade II)  Shri Vinayak R. Pandit  Scale of Pay : 29200-92300  Level : 5  Contact : 02223544341/32  Ext.- 204/236  Email : establishment201@gmail.com</p>	
149	<p>Driver  Shri Swapnil B. Ingle  Scale of Pay : 19900-63200  Level: 2  Contact : 02223544341/32  Ext.- 204/236  Email : establishment201@gmail.com</p>	

**SENIOR AID**

150	Shri Govind M. Rathore Scale of Pay : 25500-81100 Level : 4 Contact : 02223544341/32 Ext.- 207/227 Email : establishment201@gmail.com	
151	Mrs. Surekha C. More Scale of Pay : 25500-81100 Level : 4 Contact : 02223544341/32 Ext.- 207/227 Email : establishment201@gmail.com	

**STAFF HAWALDAR**

152	Shri Khyaliram G. Valmiki Scale of Pay : 25500-81100 Level : 4 Contact : 02223544341/32 Ext.- 235 Email : establishment201@gmail.com	
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**OT TECHNICIAN**

153	Shri Manoranjan Nandi Scale of Pay : 21700-69100 Level: 3 Contact : 02223544341/32 Ext.- 285 Email : establishment201@gmail.com	
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**OT BOY**

154	Shri Tukaram B. Sawant Scale of Pay : 19900-63200 Level: 2 Contact : 02223544341/32 Ext.- 285 Email : establishment201@gmail.com	
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**STRETCHER BEARER**

155	Shri Vishnu M. Radye Scale of Pay : 19900-63200 Level: 3 Contact : 02223544341/32 Ext.- 285 Email : establishment201@gmail.com	
156	Shri Sopan Raut Scale of Pay : 21700-69100 Level: 2 Contact : 02223544341/32 Ext.- 285 Email : establishment201@gmail.com	
157	Shri Kailash Bamne Scale of Pay : 18000-56900 Level : 1 Contact : 02223544341/32 Ext.- 285 Email : establishment201@gmail.com	

**COOK**

158	Shri Mahadev A. Chavare Scale of Pay : 19900-63200 Level: 3 Contact : 02223544341/32 Ext.- 223 Email : establishment201@gmail.com		
<b>MESS BOY</b>			
159	Shri Deepak M. Shinde Scale of Pay : 18000-56900 Level : 1 Contact : 02223544341/32 Ext.- 223 Email : establishment201@gmail.com		
160	Shri Rahul S. Madgude Scale of Pay : 18000-56900 Level : 1 Contact : 02223544341/32 Ext.-223 Email : establishment201@gmail.com		
<b>MULTI TASKING STAFF</b>			
161	Shri S.P.Rathore	(Scale of Pay : 25500-81100 Level: 4)	<ul style="list-style-type: none"> <li>- Physical maintenance of records of section.</li> <li>- General cleanliness &amp; upkeep of the Section/Unit.</li> <li>- Carrying of files &amp; other papers within the building.</li> <li>- Photocopying, sending of FAX etc.</li> <li>- Other non-clerical work in the Sections/Unit.</li> <li>- Assisting in routine office work like diary, dispatch etc. including on computer.</li> <li>- Delivering of Dak (inside &amp; outside the building)</li> <li>- Watch &amp; ward duties.</li> <li>- Opening &amp; closing of rooms.</li> <li>- Cleaning of rooms.</li> <li>- Dusting of furniture etc.</li> <li>- Cleaning of building, fixture etc.</li> <li>- Work related to his ITI qualification, if it exists</li> <li>- Driving of vehicles, if in possession of valid driving license</li> <li>- Upkeep of parks, lawns, potted plants etc.</li> <li>- Any other work assigned by superior authority.</li> <li>- The above list of duties is only illustrative and not exhaustive. Deptt. is free to add to the list, duties of similar nature ordinarily performed by officials at this level.</li> </ul>
162	Shri M.J. Padwal	(Scale of Pay : 21700-69100 Level: 3)	
163	Shri A. G. Salunke		
164	Shri N.N. Salvi		
165	Shri S.M. Jagtap	(Scale of Pay : 19900-63200 Level: 2)	
166	Shri Ravi Jain		
167	Shri Amardeep S. Shirsat		
168	Shri Kishore Mahida	(Scale of Pay : 18000-56900 Level : 1)	
169	Shri Raviraj Rahate		
170	Shri O.M. Mhadik		
171	Shri Sunil Abhang		
	Contact : 02223544341/32 Email : establishment201@gmail.com		
<b>AYAH</b>			
172	Mrs. Supriya Daki Scale of Pay : 18000-56900 Level : 1		<ul style="list-style-type: none"> <li>- Taking over and handing over after each shift.</li> </ul>

<p>Contact : 02223544341/32 Email : establishment201@gmail.com</p>		<ul style="list-style-type: none"> <li>- To clean the walls, Window glasses, doors etc.</li> <li>- To dust the furniture, equipment, instruments, machinery in the ward.</li> <li>- General cleanliness upkeep of the section.</li> <li>- To help the sister in bed making, dressing etc.</li> <li>- To help the sister in receiving store lines, medicine etc.</li> <li>- To receive materials from the store.</li> <li>- To carry the patients on stretcher, wheel chairs etc. to various departments.</li> <li>- To carry the mattresses from the ward for cleaning and disinfection.</li> <li>- To carry dressing drums for sterilization, putting them and bringing them back to the ward.</li> <li>- To help the sister in checking articles of dead stock and linen and ward equipment.</li> <li>- To help the sister in sorting out and counting, arranging linen in cupboards, taking and giving linen to the dhobi</li> <li>- Any other duty assigned from time to time by the Department Head.</li> </ul>
<b>HAMAL</b>		
<p>173 TO 180</p>	<p>1. Shri Ashok R. Sonawane <b>(Scale of Pay : 25500-81100 Level : 4)</b></p> <p>1. Shri Namdev Patil 2. Shri Prashant Gavas 3. Shri V.M. Khandekar <b>(Scale of Pay : 21700-69100 Level : 3)</b></p> <p>1. Shri Rajan H. Bhartav 2. Shri Sujay More 3. Shri. Kiran Indulkar 4. Shri Madhukar Gavit <b>(Scale of Pay : 18000-56900 Level : 1)</b></p> <p><b>Contact : 02223544341/32 Ext.-223/251 Email : establishment201@gmail.com</b></p>	<ul style="list-style-type: none"> <li>- To open the department and keep everything ready for the treatment and closing the department.</li> <li>- Dusting of equipment, furniture and machinery etc.</li> <li>- To help the patients in their treatment. e.g: Traction, Heat Therapy, Splinting, Gait training etc.</li> <li>- Bringing appliances from one department to other department.</li> <li>- To change the departmental linen and give them to dhobi.</li> <li>- If posted in the ward, preparation of patient before surgery.</li> <li>- If posted in O.T. ,Autoclaving the dressing materials, instruments etc.</li> <li>- Taking care of articles, handing over and taking over after each shift (if posted in the ward).</li> <li>- Any other duty assigned from time to time by the Department Head.</li> </ul>

## WARD BOY/NURSING ORDERLY

182 TO 184	<p><b><u>Ward Boy</u></b> 1. Shri. Sunil Pashte (Scale of Pay : 21700-69100 Level : 3)</p> <p><b><u>Nursing Orderly</u></b> 1. Shri Sunil B. Mali (Scale of Pay : 25500-81100 Level : 4)</p> <p>2. Shri Ganesh Sanap (Scale of Pay : 18000-56900 Level : 1)</p> <p>Contact : 02223544341/32 Ext.-217 Email: establishment201@gmail.com</p>	<ul style="list-style-type: none"> <li>- Taking over and handing over after each shift.</li> <li>- To clean the walls, Window glasses, doors etc.</li> <li>- To dust the furniture, equipment, instruments machinery in the ward.</li> <li>- General cleanliness upkeep of the section.</li> <li>- To help sister in bed making, dressing etc.</li> <li>- To help sister in receiving store linen, medicines etc.</li> <li>- To receive materials from the store.</li> <li>- To carry patients on stretcher, wheel chairs etc. to various departments.</li> <li>- To carry mattresses from the ward for cleaning and disinfection.</li> <li>- To carry dressing drums for sterilization, putting them and bringing them back to the ward.</li> <li>- To help sister in checking articles of dead stock and linen and ward equipment.</li> <li>- To help sisters in sorting out, counting, arranging linen in cupboards, taking and giving linen to the dhobi.</li> <li>- Any other duty assigned from time to time by the Department Head.</li> </ul>
<b>P.S. TO DIRECTOR</b>		
	No incumbents	-
<b>Research Officer</b>		
	No incumbents.	-
<b>Administrative Officer</b>		
	Work of the post being looked after by AWM.	-
<b>Prosthetic Engineer</b>		
	Work of the post being looked after by HOD P&O.	-