

Government of India
Ministry of Skill Development & Entrepreneurship
Directorate General of Training (DGT)
National Skill Training Institute for Women
Jhalana Doongri, Jaipur-302017

No: A-11011/60/50/Office Orders/NSTI(W)/2019-2020/ 68

Dated: 04.06.2021

OFFICE ORDER

In reference to the circular issued by State Government for curtailing the attendance to 50% of staff upto to Assistant Director, the duty roster in respect of NSTI(W), Jaipur is given below:-

	Name of the staff	Attendance on days
1	Mrs. Omwati Udaigiria, ADT	8,10,14,16 and 18 June 2021
2	Mrs. Mahima Totla, Training Officer (Cosmetology)/Training Incharge	7,9,11,15 and 17 June 2021
3	Ms. Sonu Ghiya, Training Officer (Dress Making)/DDO	8,10,14,16 and 18 June 2021
4	Mr. S. B. Gordey, Training Officer (Arch. Asst.)	7,9,11,15 and 17 June 2021
5	Mrs. Toshi Verma, Training (Cosmetology)	7,9,11,15 and 17 June 2021
6	Ms. Manu Agrawal, Training Officer (Office Mgt)	8,10,14,16 and 18 June 2021
7	Mrs. Rinku Soni, Training Officer (Dress Making)	7,9,11,15 and 17 June 2021
8	Mrs. Anju Goyal, Training Officer (Dress Making)	7,9,11,15 and 17 June 2021
9	Mrs. Poonam Verma, Training Officer (Arch. Asst.)	8,10,14,16 and 18 June 2021
10	Mrs. Nirmala Devi, Training Officer (Dress Making)	7,9,11,15 and 17 June 2021
11	Ms. Neetu Shukla, Vocational Instructor (Basic Cosmetology)/Store Keeper	8,10,14,16 and 18 June 2021
12	Mrs. Arpita Jha, Vocational Instructor (Steno-Hindi)	8,10,14,16 and 18 June 2021
13	Mrs. Pebam Prerna Singh, Vocational Instructor (Basic Cosmetology)	7,9,11,15 and 17 June 2021
14	Mr. D. S. Nahlia, Accountant	7,9,11,15 and 17 June 2021
15	Mr. Amit Kumar, Stenographer	7,9,11,15 and 17 June 2021
16	Mr. Anil Goyal, Stenographer	8,10,14,16 and 18 June 2021
17	Mr. Bhupinder Singh, UDC	8,10,14,16 and 18 June 2021
18	Mrs. Sunita Teterwal, Hostel Warden	7,9,11,15 and 17 June 2021
19	Mr. Ram Babu Meena, LDC	8,10,14,16 and 18 June 2021
21	Mr. Harish Chandra, MTS	8,10,14,16 and 18 June 2021
22	Mr. Narender Kumar, MTS	7,9,11,15 and 17 June 2021

Those officials who are working from home as per the roster drawn up should be available on telephone and electronic means of communication at all times. They should attend office, if called for any exigency of work. The order will be effective from 07.06.2021 till 18.06.2021.


4.06.2021

(D. Subhashree)
Dy. Director/HOO

RD, RDSD&E/HOD, NSTI(W)
Rajasthan/Jaipur

Copy to:

1. The above concerned for information.

2. The Notice Board, RDSD&E (Rajasthan)/NSTI(W), Jaipur for information.