



# भारतीय पटसन निगम लिमिटेड

(भारत सरकार की संस्था)



## The Jute Corporation of India Limited

(A Government of India Enterprise)

आईएसओ 9001:2015 प्रमाणित कंपनी / An ISO 9001:2015 Certified Company

पंजीकृत और प्रधान कार्यालय: 15एन, नेली सेनगुप्ता सरणी, 7वां तल

Regd. & Head Office: 15N, Nellie Sengupta Sarani, 7<sup>th</sup> Floor

कोलकाता / Kolkata – 700 087

सी.आई.एन./C.I.N.:U17232WB1971GOI027958

JCI/HO/Pers./Cir/2018-19/Jan-1

Date: 31.01.2019

### CIRCULAR

It is being brought to the kind notice of all the employees of the Corporation that as per the approval of the Competent Authority some posts have been renamed. The list of new posts along with its abbreviated Designation (Bilingual) is enclosed for information of all.

Accordingly, the same designation may henceforth be used for all official communications.

संक्षेपतः 31.1.19

Sandipa Sen Dutta

(Personnel Manager)

#### Distribution:-

1. CMD's Secretariat-for inf. of CMD
2. Advisor (O)
3. GM(M)
4. DGM(V)
5. Chief Managers
6. Managers
7. Dy. Managers
8. Asst. Managers
9. All RO/RLDs
10. Bill/Comp. Cell/Vig.
11. Notice Board/Guard File

Telephone : 2252-7496 / 7028 / 6952 / 6779 / 6770 / 6773 / 7108 / 6776 / 7027

E-mail : [jci@jcimail.in](mailto:jci@jcimail.in), Fax : 91-033-2252-6771 / 6890 / 6951, Website : [www.jci.gov.in](http://www.jci.gov.in)

#	वर्तमान पदनाम Present Designation	संक्षिप्त पदनाम Abbreviated Designation	पूरा पदनाम Full Designation
1.	Chairman-cum- Managing Director	अ.प्र.नि. CMD	अध्यक्ष-सह-प्रबंध निदेशक Chairman-cum-Managing Director
2.	Advisor	सलाह.(प.) Advisor(O)	सलाहकार(परिचालन) Advisor (Operation)
3.	General Manager (Marketing)	म.प्र.(वि.) GM(M)	महाप्रबंधक(विपणन) General Manager (Marketing)
4.	Dy. General Manager (V&A)	उ.म.प्र.(स.व आ.) DGM(V&A)	उप महाप्रबंधक(सतर्कता व आडिट) Dy. General Manager (Vigilance & Audit)
5.	Chief Manager (IPC)	मु.प्र.(प.)/सू.नि.स. CM(O)/IPC	मुख्य प्रबंधक(परिचालन)/सूचना नियोजन समन्वय Chief Manager(Operation) / Information Planning Co- ordination
6.	Chief Manager (Finance)	मु.प्र.(वि.) CM(F)	मुख्य प्रबंधक(वित्त) Chief Manager (Finance)
7.	Additional Chief Manager (Finance)	अति.मु.प्र.(वि.) Addl. CM(F)	अतिरिक्त मुख्य प्रबंधक(वित्त) Additional Chief Manager (Finance)
8.	Company Secretary	कं.स. CS	कंपनी सचिव Company Secretary
9.	Marketing Manager	प्र.(परि./वि.) M(O/M)	प्रबंधक(परिचालन/विपणन) Manager(Operation/Marketing)
10.	Additional Marketing Manager	अति.प्र.(विप.) Addl. M(M)	अतिरिक्त प्रबंधक (विपणन) Additional Manager (Marketing)
11.	Finance Manager	प्र.(वि.) M(F)	प्रबंधक (वित्त) Manager (Finance)
12.	Personnel Manager	प्र.(मा.सं.)/का. M(HR)/Pers.	प्रबंधक (मानव संसाधन) / कार्मिक Manager (Human Resource) / Personnel
13.	Additional Admin. Manager	अति.प्र.(मा.सं.)/प्र. Addl. M(HR)/Admin.	अतिरिक्त प्रबंधक (मानव संसाधन) / प्रशासन Additional Manager (Administration)
14.	Deputy Marketing Manager	उप प्र.(परि./वि.) DM(O/M)	उप प्रबंधक(परिचालन/विपणन) Deputy Manager(Operation/Marketing)
15.	Additional Deputy Marketing Manager	अति.उप प्र.(परि./वि.) Addl. DM(O/M)	अतिरिक्त उप प्रबंधक(परिचालन/विपणन) Additional Deputy Manager(Operation/Marketing)
16.	Deputy Finance Manager	उपप्र. (वि.) DM(F)	उप प्रबंधक (वित्त) Deputy Manager (Finance)
17.	Additional Deputy Finance Manager	अति.उपप्र. (वि.) Addl. DM(F)	अतिरिक्त उप प्रबंधक (वित्त) Additional Deputy Manager (Finance)
18.	Deputy Personnel Manager	उप प्र.( मा.सं.)/का. DM(HR)/Pers.	उप प्रबंधक (मानव संसाधन) / कार्मिक Deputy Manager (Human Resource) / Personnel
19.	Assistant Marketing Manager	सहा.प्र.(विप.) AM(M)	सहायक प्रबंधक (विपणन) Assistant Manager (Marketing)
20.	Assistant Finance Manager	सहा.प्र.(वि.) AM(F)	सहायक प्रबंधक (वित्त) Assistant Manager (Finance)
#	वर्तमान पदनाम	संक्षिप्त पदनाम	पूरा पदनाम

	Present Designation	Abbreviated Designation	Full Designation
21.	Administrative Officer	सहा.प्र.(मा.सं.) AM(HR)	सहायक प्रबंधक (मानव संसाधन) Assistant Manager (Human Resource)
22.	Assistant Manager (IT& Technical)	सहा.प्र.(सू.प्रौ.व त.) AM(IT&T)	सहायक प्रबंधक (सूचना प्रौद्योगिकी व तकनीकी) Assistant Manager (Information Technology & Technical)
23.	Assistant Manager (IT)	सहा.प्र.(सू.प्रौ.) AM(IT)	सहायक प्रबंधक(सूचना प्रौद्योगिकी) Assistant Manager (Information Technology)
24.	Security Officer	सु.अ. SO	सुरक्षा अधिकारी Security Officer
25.	Civil Engineer	अति.सिइं. Addl. CE	अतिरिक्त सिविल इंजीनियर Additional Civil Engineer
26.	Legal Officer	अति.काअ Addl. LO	अतिरिक्त कानूनी अधिकारी Additional Legal Officer
27.	IT Officer	सू.प्रौ.अ. ITO	सूचना प्रौद्योगिकी अधिकारी Information Technology Officer
28.	HR Officer	मा.सं.अ. HR Officer	मानव संसाधन अधिकारी Human Resource Officer
29.	Zonal Manager (Kolkata)	आं.प्र.(कोल.) ZM(Kol.)	आंचलिक प्रबंधक(कोलकाता) Zonal Manager(Kolkata)
30.	Zonal Manager (South Bengal)	आं.प्र.(द.बं.) ZM(SB)	आंचलिक प्रबंधक(दक्षिण बंगाल) Zonal Manager(South Bengal)
31.	Zonal Manager (North Bengal)	आं.प्र.(उ.बं.) ZM(NB)	आंचलिक प्रबंधक(उत्तर बंगाल) Zonal Manager(North Bengal)
32.	Zonal Manager (North East)	आं.प्र.(उ.पू.) ZM(NE)	आंचलिक प्रबंधक(उत्तर-पूर्व) Zonal Manager(North East)
33.	Zonal Manager (East Coast)	आं.प्र.(पू.त.) ZM(EC)	आंचलिक प्रबंधक(पूर्वी तट) Zonal Manager(East Coast)