

## **Appointment of Part-time Employees in Full Time Vacancies in the Subordinate Cadre:**

The Govt. guidelines provides that 25 percent of the vacancies of peons accruing in subordinate cadre be reserved for being filled up from the cadre of sweeper, Farash etc. who have put in a minimum of four years of service, even though they may not be possessing minimum educational qualification prescribed for direct recruitment to the post except that they should possess elementary literacy and give proof of ability to read English, Hindi or any Regional language.

The Part Time Employee on scale wages shall also be eligible for consideration for such appointment subject to certain principles for fulfilling the length of service criteria by conversion of service rendered by them as part time into full scale wage.

The principle for conversion of service rendered by the part-time employees who are working on scale wages would be as under:

### **Scale of wages**

#### **Drawn by the Employee**

1/3rd

1/2nd

3/4th

### **Conversion of Part-time**

#### **Service into full time**

3 years of service into 1 year

2 years of service into 1 year

4 years of service into 3 years

The Part Time Employees, who have completed three years of services after conversion of their part-time service into full time service as on 1st January of the year in which the vacancies of peons have been assessed, shall also be eligible to be considered for absorption as peon in subordinate cadre. The full time/part time employees, who are working on thikana system will also be considered for appointment in full time vacancies of peons, provided they meet the eligibility criteria laid down for appointment in the subordinate cadre as peons and give undertaking to the effect that the Bank is at liberty to fill up the resultant part-time vacancies by anyone else. The employee concerned or any of his family members will not make any claim of whatever nature in respect of appointment as a part-time employee in the said office or place on the basis of thikana system.

The Part Time/Full Time Employees, so converted as peons will also be eligible for Special Allowance in officiating arrangements from the very first day of their posting as peon, if they possess the minimum educational qualification prescribed for direct recruitment to the post of peon.

**(Ref.: P.D. Circular Letter No. 1/99 dated 15.01.1999 and  
PAD Circular Letter No. 08/2015 dated 14.05.2015)**