

**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 : <a href="mailto:director@aiipmr.gov.in">director@aiipmr.gov.in</a>	<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 Surgical rehabilitation 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.-259 Email : <a href="mailto:sportho@aiipmr.gov.in">sportho@aiipmr.gov.in</a>	<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 Surgical rehabilitation 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	Additional Director – 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. Yuvraj Deepak Kumar Scale of Pay : 123100-215900 Level : 13 Contact : 02223544341/32 Ext.-202 Email : <a href="mailto:yuvrajdeepakkumar@gmail.com">yuvrajdeepakkumar@gmail.com</a>	<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> <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>
5	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 Radiodiagnosis Department,</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>

6	<p>Professor (PMR) – Dr. Amit Mhambre Scale of Pay : 123100-215900 Level : 13 Contact : 02223544341/32 Ext.-261 Email :</p>	<ul style="list-style-type: none"> <li>- Head of Department of Physical Medicine and Rehabilitation.</li> <li>- Clinical – Medical and Surgical rehabilitation 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>
7	<p>Chief Medical Officer – Dr. Timple R. Sughandh Scale of Pay : 78800-209200 Level : 12 Contact : 02223544341/32 Ext.-247 Email :</p>	<ul style="list-style-type: none"> <li>- Drawing and disbursing Officer.</li> <li>- In-charge of Library department.</li> <li>- Member of different committees.</li> <li>- Supervises files of Nursing department and assists DDO.</li> <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>
8	<p>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></p>	<ul style="list-style-type: none"> <li>- Clinical – Medical and Surgical rehabilitation 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	<p>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></p>	<ul style="list-style-type: none"> <li>- Clinical – Medical and Surgical rehabilitation 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	<p>Specialist Grade II (PMR) – Dr. Mahesh M. Choudhary Scale of Pay : 78800-209200 Level : 12 Contact : 02223544341/32 Ext.-278 Email : <a href="mailto:drmahichoudhary@gmail.com">drmahichoudhary@gmail.com</a></p>	<ul style="list-style-type: none"> <li>- Clinical – Medical and Surgical rehabilitation 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>- In-charge Hindi department.</li> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
11	<p>Specialist Grade II (Anaesthesia) – Dr. Din Dayal Scale of Pay : 78800-209200 Level : 12 Contact : 02223544341/32 Ext.-247 Email :</p>	<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>- Assistant Academic In-charge.</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	<p>Lecturer &amp; HOD, Audiology &amp; Speech Therapy department – Mrs. Archana Acharya  Scale of Pay : 67700-208700  Level : 11  Contact : 02223544341/32  Ext.-248  Email :</p>	<ul style="list-style-type: none"> <li>- In-charge 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>
13	<p>Lecturer &amp; HOD, P&amp;O department – Shri A. G. Indalkar  Scale of Pay : 56100-177500  Level : 10  Contact : 02223544341/32  Ext.-247  Email : mo1@aiipmr.gov.in</p>	<ul style="list-style-type: none"> <li>- In-charge 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>
14	<p>Lecturer &amp; HOD Physiotherapy Department – Ms. Sandhya Wasnik  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></p>	<ul style="list-style-type: none"> <li>- In-charge 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>
15	<p>Lecturer &amp; HOD Occupational Therapy Department – Mrs. Anita Gupta  Scale of Pay : 67700-208700  Level : 11  Contact : 02223544341/32  Ext.-231  Email : <a href="mailto:anita2004gupta@rediffmail.com">anita2004gupta@rediffmail.com</a></p>	<ul style="list-style-type: none"> <li>- In-charge 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>
16	<p>Bio-Medical Engineer – Shri Mangesh Mhatre  Scale of Pay : 44900-142400  Level : 7  Contact : 02223544341/32  Ext.- 229  Email :</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>
17	<p>Sister Tutor – Mrs. Kamal S. Waghmare  Scale of Pay : 56100-177500  Level : 10  Contact : 02223544341/32  Ext.-227  Email : <a href="mailto:ans.aiipmr@gmail.com">ans.aiipmr@gmail.com</a></p>	<p>Responsible for the supervision of the working of the assigned section of the Nursing department.</p>

18	Assistant Workshop Manager – Shri Sunil R. Padalkar Scale of Pay : 44900-142400 Level : 7 Contact : 02223544341/32 Ext.-234 Email : <a href="mailto:establishment201@gamil.com">establishment201@gamil.com</a>	<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> <li>- Execute any other work assigned by Director of the Institute from time to time.</li> </ul>
19	Assistant Administrative Officer – Smt. Rasika D. Sail Scale of Pay : 44900-142400 Level : 7 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>
20	Assistant Administrative Officer – Smt. Megha Dekatey Scale of Pay : 35400-112400 Level : 6 Contact : 02223544341/32 Ext.-210 Email :	<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>

**OTHERS DEPARTMENT OFFICERS & STAFF**

**PHYSIOTHERAPY**

21	Lecturer, PT – Lecturer, PT – Shri R. Ravindran Scale of Pay : 67700-208700 Level : 11 Contact : 02223544341/32 Ext.-270 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>
22	Shri Vaibhav Dolas 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>	
23	Physiotherapist – Smt. Sneha Saravanakumar 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>	<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>
24	Physiotherapist – Smt. Anitha Kumarvelan 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>	
25	Physiotherapist – 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>	
26	Physiotherapist :	

	<p>Shaikh Abdul Khadir  Scale of Pay : 35400-112400  Level : 6  Contact : 02223544341/32  Ext.-270  Email : hodpt@aiipmr.gov.in</p>	
27	<p>Physiotherapist – Ms. Divyarani Savant  Scale of Pay : 35400-112400  Level : 6  Contact : 02223544341/32  Ext.-270  Email : hodpt@aiipmr.gov.in</p>	
28	<p>Physiotherapist – Smt. Mansi Khochare  Scale of Pay : 35400-112400  Level : 6  Contact : 02223544341/32  Ext.-288  Email : hodpt@aiipmr.gov.in</p>	
29	<p>Physiotherapist – Smt. Pallavi Kasture  Scale of Pay : 35400-112400  Level : 6  Contact : 02223544341/32  Ext.-268  Email : hodpt@aiipmr.gov.in</p>	

**OCCUPATIONAL THERAPY DEPARTMENT**

30	<p>Lecturer, Occupational Therapy (on deputation) : Smt. Smita Jayavant</p>	<p>Deputed as Director, Pt. Deendayal Upadhyaya National Institute for Persons with Physical Disabilities</p>
31	<p>Assistant Lecturer, Occupational Therapy :  Smt. Vishakha V. Meshram  Scale of Pay : 47600 - 151100  Level : 8  Contact : 02223544341/32  Ext.- 239  Email : vishakhamesh@gmail.com</p>	<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>
32	<p>Occupational Therapist : Shri Sandeep 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></p>	<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> </ul>
33	<p>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></p>	<ul style="list-style-type: none"> <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>
34	<p>Junior technician Orthotics (in Occupational Therapy Department) - Shri. Shekhar Shinde  Scale of Pay : 21700-69100  Level : 3  Contact : 02223544341/32</p>	<ul style="list-style-type: none"> <li>- Carries out day to day work related to upper extremity orthotics for the patients.</li> </ul>

	Ext.- 231 Email : <a href="mailto:shekhar231178@gmail.com">shekhar231178@gmail.com</a>	
<b>Medical Social Work department</b>		
35	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>
<b>LIBRARY</b>		
36	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, issual 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>
<b>PATHOLOGY</b>		
37	Laboratory technician – Shri Anant Jangam Scale of Pay : 47600 - 151100 Level : 8 Contact : 02223544341/32 Ext.-205 Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a>	<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>
<b>P.S. TO DIRECTOR (OFFICE)</b>		
38	Upper Division Clerk – Shri Sanjay A. Mitkar Scale of Pay : 29200-93200 Level : 5 Contact : 02223544341/32 Ext.-210 Email : <a href="mailto:director@aipmr.gov.in">director@aipmr.gov.in</a>	<ul style="list-style-type: none"> <li>- Subject wise 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>		
39	Junior Translator – Smt. Jyoti D. Sankpal (ad-hoc) Scale of Pay : 35400-112400 Level : 6 Contact : 02223544341/32 Ext.-211 Email : <a href="mailto:mo1@aipmr.gov.in">mo1@aipmr.gov.in</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>		
40	Lecturer, P & O – Shri D. P. Prabhu Scale of Pay : 56100 - 177500 Level : 10 Contact : 02223544341/32 Ext.-267 Email : <a href="mailto:pdeepak1964@hotmail.com">pdeepak1964@hotmail.com</a>	<ul style="list-style-type: none"> <li>- Co-ordinator BPO/MPO courses.</li> <li>- Looks after the academicrelated 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>

41	Lecturer, P & O – Shri H. S. Dongare Scale of Pay : 56100 - 177500 Level : 10 Contact : 02223544341/32 Ext.-225 Email : hsdongare49@gmail.com	<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>
42	Senior Prosthetist – Shri Makrand N. Saraf Scale of Pay : 44900-142400 Level : 7 Contact : 02223544341/32 Ext.-267 Email : makrandsaraf@gmail.com	<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>
43	Senior Orthotist – Shri Manoj K. Tiwari Scale of Pay : 44900-142400 Level : 7 Contact : 02223544341/32 Ext.-221 Email : manojpo07@rediffmail.com	<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>
44	Junior Prosthetist – Smt. Urmila Naukudkar 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>- Coordinator of II-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>
45	Junior Orthotist – Smt. Vaishali Pai Scale of Pay : 44900-142400 Level : 7 Contact : 02223544341/32 Ext.-233 Email : vaishali.nimje22@gmail.com	<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>
46	Brace Maker & Fitter – Shri Lukesh Kumar Bhuyar Scale of Pay : 35400-112400 Level : 6 Contact : 02223544341/32 Ext.-233 Email : brlukesh@gmail.com	<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>
47	Assistant Brace Maker – Shri Kishan Singh Scale of Pay : 29200-92300 Level : 5 Contact : 02223544341/32 Ext.-233 Email : coolkrishna1980@gmail.com	<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>
48	Assistant Brace Maker – Shri Devidas Thakare Scale of Pay : 29200-92300 Level : 5 Contact : 02223544341/32 Ext.-225	<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> </ul>

	Email : thakredevidas6@gmail.com	- Execute any other work assigned by HOD / Director of the Institute from time to time.
49	Assistant Brace Maker – Shri Mohit Gupta Scale of Pay : 29200-92300 Level : 5 Contact : 02223544341/32 Ext.-233 Email : mohitgupta201057@yahoo.com	- Assessment and Measurement for orthoses & Prostheses. - Making, trial & final delivery of Orthoses & Prostheses. - Participate in Training Programmes conducted by Institute in the field of Rehabilitation. - Execute any other work assigned by HOD / Director of the Institute from time to time.
<b>PROSTHETIC &amp; ORTHOTIC WORKSHOP</b>		
50	Foreman - Mr. Kishor P. Damania Scale of Pay : 35,400-1,12,400 Level : 6 Contact : 02223544341/32 Ext.-249 Email: <a href="mailto:kishordamania63@gmail.com">kishordamania63@gmail.com</a>	- Supervision of the work of the Prosthetics and Orthotics Workshop (P&O Workshop). - Maintain quality of the appliances during various stages of production and subsequent finishing of the appliances. - To ensure timely delivery of appliances. - Any other work assigned by the workshop In-charge or HOD from time to time.
51	Designer & 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>	- Supervision of Shoe and Leather Sections of P&O Workshop. - To cut different patterns of footwear templates as per individual requirements. - To ascertain quality control of footwears and leather padded appliances. - Any other work assigned by the workshop in charge or HOD from time to time.
52	Sr. Metal Maker - Mr. Arvind P. Aher Scale of Pay : 29200-92300 Level : 5 Contact : 02223544341/32 Ext.-233 Email: <a href="mailto:arvindaaher9124@gmail.com">arvindaaher9124@gmail.com</a>	- Supervision of MetalSection of P&O Workshop and assign work to the subordinate staff. - To maintain the time schedule as per the production chart for timely delivery of appliances. - Any other work assigned by the workshop in charge or HOD from time to time.
53	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>	- Supervision of MetalSection of P&O Workshop - To maintain the time schedule as per the production chart for timely delivery of appliances. - Any other work assigned by the workshop in charge or HOD from time to time.
		To impart the skills in the students undergoing BPO programme
54	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>	- Assembling, preparation and repairing of appliances (orthotics).
55	Jr. Tech. (Orthotics) Mr. Vinod G. Vichare Scale of Pay : 25500- 81100 Level : 4 Contact : 02223544341/32 Ext.-233	- Any other work assigned by the workshop in charge or HOD from time to time.



	Email: <a href="mailto:vinodvichare05@gmail.com">vinodvichare05@gmail.com</a>
56	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>
57	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>
58	Jr. Tech. (Orthotics) - Mr. Ramesh T. Wagh 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>
59	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>
60	Jr. Tech. (Orthotics) - Mr. Nitin S. Gavali Scale of Pay : 21700- 69100 Level : 3 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:nitingavali6@gmail.com">nitingavali6@gmail.com</a>
61	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>
62	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>
63	Jr. Tech. (Orthotics) - Mr. Yogesh J. Gharat

	<p>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>	
64	<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>	
65	<p>Jr. Tech. (Orthotics)  Mr. Deepak M. Magdum  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:dipmagdum@gmail.com">dipmagdum@gmail.com</a></p>	
66	<p>Jr. Tech. (Orthotics) -  Mr. Ramesh B. Aragade  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email: <a href="mailto:ramesharagade@gmail.com">ramesharagade@gmail.com</a></p>	
67	<p>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></p>	
68	<p>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></p>	
69	<p>Jr. Tech. (Orthotics) -  Mr. Gautam Kumar  Scale of Pay : 19900- 63200  Level : 2  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:gautamk.kumar@aiipmr.gov.in">gautamk.kumar@aiipmr.gov.in</a></p>	
70	<p>Jr. Tech. (Electroplating) -  Mr. Vinayak A. Shinde  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233</p>	<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>

	Email: <a href="mailto:vinayak.shinde83@gmail.com">vinayak.shinde83@gmail.com</a>	
71	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>
72	Jr. Tech. (Prosthetic) - Mr. Harishchandra B. Chavan Scale of Pay : 25500- 81100 Level : 4 Contact : 02223544341/32 Ext.-233 Email: <a href="mailto:harishchandrachavan08961@gmail.com">harishchandrachavan08961@gmail.com</a>	
73	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>	<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>
74	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>	
75	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>	
76	Jr. Tech. (Prosthetic) - Mr. Maruti M. Kale Scale of Pay : 21700- 69100 Level : 3 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:marutikale66@gmail.com">marutikale66@gmail.com</a>	
77	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>	
78	Jr. Tech. (Prosthetic) - Mr. Gurunath P. Bhabal	

	<p>Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:gurunathpb@gmail.com">gurunathpb@gmail.com</a></p>	
79	<p>Jr. Tech. (Prosthetic) -  Mr. Ajay A. Sonavane  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:ajaysonavane83@gmail.com">ajaysonavane83@gmail.com</a></p>	
80	<p>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></p>	
81	<p>Jr. Tech. (Prosthetic) -  Mr. Aryan Kumar Vishwakarma  Scale of Pay : 19900- 63200  Level : 2  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:aryan.vishwakarma@aipmr.gov.in">aryan.vishwakarma@aipmr.gov.in</a></p>	
82	<p>Jr. Tech. (Prosthetic) -  Mr. Pawan kumar Ambhore  Scale of Pay : 19900- 63200  Level : 2  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:pb.ambhore@aipmr.gov.in">pb.ambhore@aipmr.gov.in</a></p>	
		To impart the skills in the students undergoing BPO programme
83	<p>Sr. Leather Worker -  Mr. Satish W. Patkar  Scale of Pay : 29200-92300  Level : 5  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:patkarsatish518@gmail.com">patkarsatish518@gmail.com</a></p>	<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>
84	<p>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></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>
85	<p>Jr. Tech. (Leather Technology)  Mr. Manoj C. Mane  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32</p>	

	<p><b>Ext.-233</b>  Email : <a href="mailto:manojmane33@rediffmail.com">manojmane33@rediffmail.com</a></p>	
86	<p>Jr. Tech. (Leather Technology)  Mr. Bhushan P. Tidke  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  <b>Ext.-233</b>  Email : <a href="mailto:bhusantidke7733@gmail.com">bhusantidke7733@gmail.com</a></p>	
87	<p>Jr. Tech. (Orthotics) -  Mr. Ashok M. Dhekane  Scale of Pay : 25500- 81100  Level : 4  Contact : 02223544341/32  <b>Ext.-233</b>  Email: <a href="mailto:ashokdhekane03@gmail.com">ashokdhekane03@gmail.com</a></p>	
88	<p>Jr. Instructor -  Mr. Sanjay B. Kamble  Scale of Pay : 25500- 81100  Level : 4  Contact : 02223544341/32  <b>Ext.-233</b>  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>
89	<p>Jr. Instructor -  Mr. Anant 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>	
90	<p>Jr. Tech. (Leather Technology)  Mr. Amit S. Tawade  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:atawade384@gmail.com">atawade384@gmail.com</a></p>	Assembling, preparation and repairing of appliances (Leather work)
91	<p>Senior Shoe Maker  Mr. Dattu P. Gaikwad  Scale of Pay : 29200-92300  Level : 5  Contact : 02223544341/32  <b>Ext.-233</b>  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>
92	<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>	
93	<p>Jr. Tech. (Footwear Technology) -  Mr. Pradeep D. Pote</p>	

	<p>Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233  Email : <a href="mailto:pradeep1964@gmail.com">pradeep1964@gmail.com</a></p>	
94	<p>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></p>	
95	<p>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></p>	<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>
96	<p>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></p>	
97	<p>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></p>	
98	<p>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></p>	
99	<p>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></p>	
100	<p>Jr. Tech. (Footwear Technology) -  Mr. Vishwas D. Lokare  Scale of Pay : 21700- 69100  Level : 3  Contact : 02223544341/32  Ext.-233</p>	

	Email : <a href="mailto:vishwash.lokare@gmail.com">vishwash.lokare@gmail.com</a>
101	Jr. Tech. (Footwear Technology) - Mr. Mahesh A. Kamble Scale of Pay : 21700- 69100 Level : 3 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:mahesh.kamble5may@gmail.com">mahesh.kamble5may@gmail.com</a>
102	Jr. Tech. (Footwear Technology) - Mr. Rajendrakumar A. Kurade Scale of Pay : 21700- 69100 Level : 3 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:rajendrakumarkurade18@gmail.com">rajendrakumarkurade18@gmail.com</a>
103	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>
104	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>
105	Jr. Tech. (Footwear Technology) Mr. Sanjay A. Karande Scale of Pay : 21700- 69100 Level : 3 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:sanjay2karande@gmail.com">sanjay2karande@gmail.com</a>
106	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>
107	Jr. Tech. (Footwear Technology) Mr. Pradeep D. Bhagywant Scale of Pay : 21700- 69100 Level : 3 Contact : 02223544341/32 Ext.-233 Email : <a href="mailto:bhagyawantpradeep79@gmail.com">bhagyawantpradeep79@gmail.com</a>
108	Jr. Tech. (Footwear Technology) - Mr. Pandarinath K. Lokare

	<p>Scale of Pay : 25500- 81100</p> <p>Level : 4</p> <p>Contact : 02223544341/32</p> <p>Ext.-233</p> <p>Email : <a href="mailto:pklokare2751965@gmail.com">pklokare2751965@gmail.com</a></p>	
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### ACCOUNT SECTION

109	<p>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></p>	<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>
110	<p>Upper Division Clerk (Cashier) - 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></p>	<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>
111	<p>Upper Division Clerk – Shri Sudhanshu Kumar Scale of Pay : 25500-81100 Level : 4 Contact : 02223544341/32 Ext.-210 Email : <a href="mailto:ldc6@aiipmr.gov.in">ldc6@aiipmr.gov.in</a></p>	<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>
112	<p>Lower Division Clerk - Smt. Smitha Prabhakaran Scale of Pay : 21700-69100 Level : 3 Contact : 02223544341/32 Ext.-210 Email :</p>	<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>
113	<p>Lower Division Clerk – Shri Sahil Panwar Scale of Pay : 19900- 63200 Level : 2 Contact : 02223544341/32 Ext.-210 Email :</p>	<p>Any work assigned by the superior authority beside the designated table work.</p>

### ESTABLISHMENT SECTION

114	<p>Upper Division Clerk – Shri Sunil M. Advilkar Scale of Pay : 29200-92300 Level : 5 Contact : 02223544341/32 Ext.-251 Email :</p>	<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>
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115	Upper Division Clerk – Smt. Pratibha P. Sandim Scale of Pay : 29200-92300 Level : 5 Contact : 02223544341/32 Ext.-223 Email :	<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> <li>- Execute any other work assigned by HOD from time to time.</li> </ul>
116	Upper Division Clerk – Ms. Kalpita D. Gangal Scale of Pay : 25500-81100 Level : 4 Contact : 02223544341/32 Ext.-223 Email :	<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>
117	Upper Division Clerk – Shri Santosh N. Mhatre Scale of Pay : 25500-81100 Level : 4 Contact : 02223544341/32 Ext.-251 Email :	<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>
118	Hindi Typist - Smt. Devyani D. Dudumkar (ad-hoc) Scale of Pay : 19900-63200 Level : 2 Contact : 02223544341/32 Ext.-251 Email :	<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>
119	Lower Division Clerk – Shri Vikram Kumar Meena Scale of Pay : 19900- 63200 Level : 2 Contact : 02223544341/32 Ext.-251 Email : avimeena49@gmail.com	Any work assigned by the superior authority beside the designated table work.
<b>ACADEMIC SECTION</b>		
120	Upper Division Clerk – Smt. Trupti M. Amberkar Scale of Pay : 29200-92300 Level : 5 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>
121	Lower Division Clerk – Shri Sunil Alave Scale of Pay : 21700-69100 Level : 3 Contact : 02223544341/32 Ext.-208 Email : acad.aiipmr@nic.in	Any other work assigned by Academic In-charge from time to time.
<b>RADIOLOGY DEPARTMENT</b>		
122	X-Ray Technician- Shri. Nainan Mathew Scale of Pay : 47600-151100 Level : 8 Contact : 02223544341/32	<ul style="list-style-type: none"> <li>- Performing x-rays and ortho-scannograms</li> <li>- Maintenance of Patient Records</li> <li>- Maintenance of Film Stock</li> </ul>

	Ext.-217 Email: <a href="mailto:mathewnainan20@yahoo.com">mathewnainan20@yahoo.com</a>	
<b>NURSING DEPARTMENT</b>		
123	Sr. Nursing Officer (Acting In-charge Nursing deptt.) - 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>- 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>
124	OPT Sister - Mrs. Sajana James 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>	<ul style="list-style-type: none"> <li>- Responsible for preparation of OT and assists during surgeries.</li> <li>- Assistance in hospital store-items purchase and stock maintenance.</li> </ul> <p>Any other duty assigned by HOD from time to time.</p>
125	Staff Nurse (OPD Sister) - 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>	<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>
126	Staff Nurse (OPT Sister) 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>	<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>
127	Staff Nurse - 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>	
128	Staff Nurse (OPT Sister) – Mrs. Sneha V. Waigankar 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>	
129	Staff Nurse - Mrs. Sakshi S. Patkar Scale of Pay : 47600-151100 Level : 8 Contact : 02223544341/32 Ext.-207/285 Email : <a href="mailto:ans.aiipmr@gmail.com">ans.aiipmr@gmail.com</a>	
130	Staff Nurse - Mrs. Sneha S. Golapkar Scale of Pay : 47600-151100 Level : 8 Contact : 02223544341/32	

	Ext.-207 Email :	
131	Staff Nurse - Mrs. Minal S. Mhamunkar Scale of Pay : 47600-151100 Level : 8 Contact : 02223544341/32 Ext.-207 Email :	
132	Staff Nurse - Mrs. Tresa Shaji Scale of Pay : 47600-151100 Level : 8 Contact : 02223544341/32 Ext.-207 Email :	
133	Staff Nurse - Mrs. Jincy Mary Varghese Scale of Pay : 44900-142400 Level : 7 Contact : 02223544341/32 Ext.-207 Email :	
134	Staff Nurse - Kum. Veena Pardhi Scale of Pay : 44900-142400 Level : 7 Contact : 02223544341/32 Ext.-207 Email :	

#### **Vocational Training Workshop Department**

135	Photographer, VTW - Shri. Chaitanya Keshrinath Patil Scale of Pay : 44900-142400 Level : 7 Contact : 02223544341/32 Ext.-222 Email : establishment201@gmail.com	<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>
136	Instructor, VTW - Mr. Rajesh Laxman Pawar Scale of Pay : 29200-92300 Level : 5 Contact : 02223544341/32 Ext.-222 Email : establishment201@gmail.com	<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>
137	Instructor, VTW - Mrs. Sulbha Vinayak Joshi Scale of Pay : 29200-92300 Level : 5 Contact : 02223544341/32 Ext.-222 Email : establishment201@gmail.com	<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>
138	Instructor, VTW -	<ul style="list-style-type: none"> <li>- Assessing the specific abilities of</li> </ul>

	<p>Shri. Uday Shivaji Tambe  Scale of Pay : 29200-92300  Level : 5  Contact : 02223544341/32  Ext.-222  Email : establishment201@gmail.com</p>	<p>Divyangjan for training in different trades.</p> <ul style="list-style-type: none"> <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>
139	<p>Supervisor, VTW -  Shri. Prashant Arvind Karve  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 supervise overall training activities of the Vocational Training Workshop.</li> <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>
140	<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>

#### DRIVERS

141	<p>Driver(Grade II)  Shri Nathuram J. Tandel  Scale of Pay : 29200-92300  Level : 5  Contact : 02223544341/32  Ext.-204/236  Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a></p>	<ul style="list-style-type: none"> <li>- Driving and maintenance of Institute vehicles.</li> <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>
142	<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>	
143	<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>	

144	Driver Shri Swapnil B. Ingle Scale of Pay : 19900-63200 Level: 2 Contact : 02223544341/32 Ext.- 204/236 Email : establishment201@gmail.com	
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**SENIOR AID**

145	Shri Govind M. Rathore Scale of Pay : 25500-81100 Level : 4 Contact : 02223544341/32 Ext.- 207/227 Email : establishment201@gmail.com	To assist Hawaldar in day to day activities and absence of Hawaldar looking after the duties of Hawaldar.
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146	Mrs. Surekha C. More Scale of Pay : 25500-81100 Level : 4 Contact : 02223544341/32 Ext.- 207/227 Email : establishment201@gmail.com	
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**OT TECHNICIAN**

147	Shri Manoranjan Nandi Scale of Pay : 21700-69100 Level: 3 Contact : 02223544341/32 Ext.- 285 Email : <a href="mailto:establishment201@gmail.com">establishment201@gmail.com</a>	
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**OT BOY**

148	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**

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

152	Shri Mahadev A. Chavare Scale of Pay : 19900-63200 Level: 3 Contact : 02223544341/32 Ext.- 223 Email : establishment201@gmail.com		
<b>MESS BOY</b>			
153	Shri Deepak M. Shinde Scale of Pay : 18000-56900 Level : 1 Contact : 02223544341/32 Ext.- 223 Email : establishment201@gmail.com		
154	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>			
155	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> </ul> <p>-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.</p>
156	Shri M.J. Padwal	(Scale of Pay : 21700-69100 Level: 3)	
157	Shri A. G. Salunke		
158	Shri N.N. Salvi		
159	Shri S.M. Jagtap	(Scale of Pay : 19900-63200 Level: 2)	
160	Shri Ravi Jain		
161	Shri Amardeep S. Shirsat		
162	Shri Kishore Mahida	(Scale of Pay : 18000-56900 Level : 1)	
163	Shri Raviraj Rahate		
164	Shri O.M. Mhadik		
165	Shri Sunil Abhang		
	Contact : 02223544341/32 Email : establishment201@gmail.com		
<b>AYAH</b>			
166	Mrs. Supriya Daki Scale of Pay : 18000-56900 Level : 1 Contact : 02223544341/32		<ul style="list-style-type: none"> <li>- Taking over and handing over after each shift.</li> <li>- To clean the walls, Window glasses,</li> </ul>

Email : establishment201@gmail.com		<p>doors etc.</p> <ul style="list-style-type: none"> <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>
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**HAMAL**

167	<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 Gavrit <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> </ul> <p>Any other duty assigned from time to time by the Department Head.</p>
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## WARD BOY/NURSING ORDERLY

168	<p><b><u>Ward Boy</u></b>          1. Shri. Sunil Pashte  <b>(Scale of Pay : 21700-69100          Level : 3)</b></p> <p><b><u>Nursing Orderly</u></b>          1. Shri Sunil B. Mali  <b>(Scale of Pay : 25500-81100          Level : 4)</b></p> <p>2. Shri Ganesh Sanap  <b>(Scale of Pay : 18000-56900          Level : 1)</b></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> </ul> <p style="text-align: center;">Any other duty assigned from time to time by the Department Head.</p>
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### P.S. TO DIRECTOR

No incumbents

### Research Officer

No incumbents

### Administrative Officer

Work of the post being looked after by AWM.

### Prosthetic Engineer

Work of the post being looked after by HOD P&O.

### STAFF HAWALDAR

No incumbent