



GOVERNMENT OF RAJASTHAN DIRECTORATE OF
EMPLOYMENT DARBAR SCHOOL CAMPUS, GOPINATH
MARG, JAIPUR

DEPARTMENTAL MANUALS
UNDER
Sub Section (1)(b) of Section 4 of
RIGHT TO INFORMATION ACT, 2005.

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DIRECTORATE OF EMPLOYMENT
DARBAR SCHOOL CAMPUS, GOPINATH MARG, JAIPUR

Government of Rajasthan
Department of Employment, Darbar School Campus, Gopi Nath Marg,
Jaipur.

RIGHT TO INFORMATION ACT, 2005

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**Manuals of the Department of Employment as laid down by clause
4(1)(b) of the Right To Information Act, 2005**

Chapter I

SECTION 4(I)(b)(i)

1- Particulars of the organization, Functions and duties

The Department of Employment was established in 1956 at the Central Govt. level under the ILO Convention 88. Later on, the employment services were transferred to the respective State Government and since then, the Department of Employment has been catering to the needs of the job seekers through various activities and schemes.

The Department in Rajasthan is performing its functions through its 50 Employment Exchanges spread over all districts of Rajasthan which includes District Employment Exchanges at all the 33 district headquarters. At the Head Offices level, the Commissioner acts as the Head of Department who administers, supervises & controls the activities of the Department. At the District level Employment offices Assistant Director/District Employment officer heads the office. His functions & duties include supervision, performing the duties assigned to him and monitoring the activities of the office. Besides one Special Employment Exchange for the Physically Handicapped, Four Sub-Employment Exchanges in tribal areas, Special Employment Exchange for Women and Professional and Executive are also functioning.

The main functions and duties of the Department are as follows:

1. Registration of job seekers.
2. Submission of candidates against the vacancies notified by the various employers.
3. Imparting Vocational Guidance of the job seekers.
4. Collection, compilation and dissemination of Employment Market Information.
5. Conducting research and surveys in the field of employment market and job creation.
6. Self-Employment and job development programme.

Chapter II

SECTION 4(1)(b)(ii)

2- The powers and duties of its officers and employees

Powers and duties have been enumerated and published in National Employment Services Manual Part I & II, various E.E. minutes and Compendium which have been published by Directorate General of Employment & Training, GOI and various orders and circulars issued by the Govt. of Rajasthan which have already been complied and published. The Head of office is responsible for performing the duties assigned to him in various manuals and others instructions mentioned above. The clerical staff is responsible for performing the duties assigned through manuals and other instructions issued from time to time and guarding the office records.

Chapter III

SECTION 4(1)(b)(iii)

3- The Procedure followed in the decision making process, including channels of supervision and accountability

The Directorate at the Head Office level under the Commissioner is responsible for supervision, issuing instructions & guidelines and monitor the activities of the various field offices. The district level office is headed by Assistant Director/District Employment Officer who is responsible for taking decision regarding the duties and functions assigned to him and is responsible and accountable to the Head of the Department, Commissioner.

Chapter IV

SECTION 4(1)(b)(iv)

4- The norms set by it for the discharge of its functions

The norms have been set by a set of various manuals and instructions issued by the appropriate authority from time to time. These are enumerated in National Employment Services manual Part I & II, various E.E. minutes and compendium which have been published by Directorate General of Employment & Training, GOI and various orders and circulars issued by the Govt. of Rajasthan which have already been compiled and published.

Chapter V

SECTION 4(1)(b)(v)

5- The rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions

The list of the rules, regulations, instructions, manuals and records, held by it or under its control or used by its employees for discharging its functions are as follows:

1. National Employment Services Manual Part I & II.
2. Employment Exchanges (Notification of Vacancies) Act, 1959 and rules, 1969.
3. E.E. minutes issued by Govt. of India.
4. Various instructions issued by Govt. of India and State Govt. from time to time.
5. Compendium of instructions and Employment Exchanges minutes.
6. National Industrial classification of occupational cod Book.
7. National Classification of Occupations Book

Chapter VI

SECTION 4(1)(b)(vi)

6- A statement of the categories of documents that are held by it or under its control

1. Live register of employment seekers
2. Vacancies book (X-64)
3. Employers' register under CNV Act.
4. Registration Record of Candidates (X-63)

Chapter VII

SECTION 4(1)(b)(vii)

7. The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or administration thereof

Policy formulation and administrative measures are decided at the Government of India level in National Working Council for Employment Services. Arrangement for consultation with or representation by the members of the public in relation to the formulation of its policy for administration thereof rests with the Director of Employment at State level and officer of office in charge at district level.

Chapter VIII

SECTION 4(1)(b)(viii)

8. A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advise, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public

One committee known as District Manpower Planning and Employment Generation Council has been constituted at district levels under the chairmanship of District Collectors member of which include govt. officials, public representatives and other distinguished experts in the field.

Chapter IX

SECTION 4(1)(b)(ix)

7.	विश्वविद्यालय रोजगार सूचना एवं मार्गदर्शन केन्द्र पुराना परिसर जय नारायण व्यास विश्वविद्यालय, जोधपुर, ☎ (0291)2511966 ueb.jod.emp@rajasthan.gov.in	जिला रोजगार अधिकारी (रिक्त पद)	श्री भवानी प्रताप चारण (जिला रोजगार अधिकारी) के पास अतिरिक्त कार्यभार
8.	विश्वविद्यालय रोजगार सूचना एवं मार्गदर्शन केन्द्र, एम.बी. विज्ञान कॉलेज, केम्पस, उदयपुर ☎ (0294) 2411487 ueb.uda.emp@rajasthan.gov.in	जिला रोजगार अधिकारी (रिक्त पद)	श्री राजू सिंह चौहान (जिला रोजगार अधिकारी) के पास अतिरिक्त कार्यभार
9.	उप-क्षेत्रीय रोजगार कार्यालय जे-8, ई.एम.आई.केम्पस, झालाना संस्थानिक क्षेत्र, जयपुर ☎ (0141) 2712891 sreo.jpr.emp@rajasthan.gov.in	1. उप निदेशक (रिक्त पद) 2. जिला रोजगार अधिकारी 3. जिला रोजगार अधिकारी (रिक्त पद)	श्रीमती नवरेखा (सहायक निदेशक) पद विरुद्ध पदस्थापित सुश्री सीमा मीणा
10.	महिला रोजगार कार्यालय, जे-8, ई.एम.आई.केम्पस, झालाना संस्थानिक क्षेत्र, जयपुर ☎ (0141) 2709406 mee.jpr.emp@rajasthan.gov.in	सहायक निदेशक (रिक्त पद)	श्री हनुमान सहाय मीणा (जिला रोजगार अधिकारी) पद विरुद्ध पदस्थापित
11.	उप-क्षेत्रीय रोजगार कार्यालय 1/2743, विश्राम स्थल के सामने, लक्ष्मी पैलेस के पास, पुष्कर रोड, रामनगर, अजमेर ☎ (0145) 2432903 sreo.ajm.emp@rajasthan.gov.in	1. उप निदेशक 2. जिला रोजगार अधिकारी	श्री जगदीश नारायण निवारण उप निदेशक श्री मधुसूदन जोशी (सहायक निदेशक) पद के विरुद्ध पदस्थापित
12.	जिला रोजगार कार्यालय गोरमेन्ट प्रेस के पास, स्कीम नं. 5 मंगल बिहार, अलवर ☎ (0144)2348070 deo.alw.emp@rajasthan.gov.in	सहायक निदेशक (रिक्त पद) जिला रोजगार अधिकारी	श्री श्याम लाल साटोलिया (उप निदेशक) के पास अतिरिक्त कार्यभार श्री श्रेष्ठ दीक्षित
13.	जिला रोजगार कार्यालय, भरतपुर फोर्ट म्यूजियम, भरतपुर ☎ (05644)223478 sreo.bha.emp@rajasthan.gov.in	उप निदेशक (रिक्त पद) जिला रोजगार अधिकारी	श्री आर.एस.मीणा (सहायक निदेशक) पद के विरुद्ध पदस्थापित श्री विकास कुमार
14.	जिला रोजगार कार्यालय, 22, 23, 24 शोपिंग सेन्टर राजस्थान सीनियर सैकेण्डरी स्कूल के सामने, सुभाष नगर, भीलवाड़ा ☎ (01482)264628 deo.bhl.emp@rajasthan.gov.in	सहायक निदेशक	श्री मुकेश गुर्जर उप निदेशक पद के विरुद्ध पदस्थापित
15.	उप-क्षेत्रीय रोजगार कार्यालय रानी बाजार, बीकानेर ☎ (0151)2226721 sreo.bik.emp@rajasthan.gov.in	उप निदेशक (रिक्त पद)	श्री हरगोविन्द मित्रल (सहायक निदेशक) पद के विरुद्ध पदस्थापित
16.	उप-क्षेत्रीय रोजगार कार्यालय ए-41 रोड नं. 2 मान नगर रोड, झुन्झुनू ☎ (01592)232631 sreo.jhu.emp@rajasthan.gov.in	सहायक निदेशक (रिक्त पद)	श्री दयानंद यादव (जिला रोजगार अधिकारी) पद के विरुद्ध पदस्थापित
17.	उप-क्षेत्रीय रोजगार कार्यालय भादू भवन, महामंदिर जोधपुर ☎ (0291)2544041 sreo.jod.emp@rajasthan.gov.in	1. उप निदेशक 2. जिला रोजगार अधिकारी (रिक्त)	श्री आनंद कुमार सुथार (उप निदेशक पदस्थापन की प्रतिक्षा में) रिक्त पद
18.	उप-क्षेत्रीय रोजगार कार्यालय, राजभवन रोड, कोटा ☎ (0744)2323132 sreo.kot.emp@rajasthan.gov.in	1. उप निदेशक (रिक्त पद) 2. जिला रोजगार अधिकारी (रिक्त पद)	श्री मनोज पाठक सहायक निदेशक) पद के विरुद्ध पदस्थापित (रिक्त पद)

19.	उप-क्षेत्रीय रोजगार कार्यालय, .पुरानी आबादी, श्रीगंगानगर ☎ (0154) 2452837 sreo.gan.emp@rajasthan.gov.in	सहायक निदेशक (रिक्त पद)	श्री सुखमन सिंह जौहल (जिला कल्याण अधिकारी) के पास अतिरिक्त कार्यभार
20.	उप-क्षेत्रीय रोजगार कार्यालय, अम्बा माता स्कीम,उदयपुर ☎ (0294)2431927 sreo.udi.emp@rajasthan.gov.in	1.उप निदेशक (रिक्त पद) 2.जिला रोजगार अधिकारी (रिक्त पद)	श्री संकेत मोदी (एल.डब्ल्यू.ओ.) के पास अतिरिक्त कार्यभार
21.	जिला रोजगार कार्यालय, 3/2 एवं 3/3 सिविल लाईन भवन, एस.पी.चौराहा,बांसवाड़ा ☎ (02962)243723 deo.ban.emp@ rajasthan.gov.in	जिला रोजगार अधिकारी (रिक्त पद)	श्री खेताराम जनरल मैनेजर, डी. आई सी के पास अतिरिक्त कार्यभार
22.	जिला रोजगार कार्यालय, , आर.टी.ओ. के पास मिनी सचिवालय,बारां ☎ (07453)232067 deo.bar.emp@rajasthan.gov.in	जिला रोजगार अधिकारी (रिक्त पद)	श्री हरिशंकर नुवाड उप निदेशक, महिला एवं बाल विकास विभाग, बारां के पास अतिरिक्त कार्यभार
23.	जिला रोजगार कार्यालय, जिला कलेक्ट्रेट परिसर,बाडमेर ☎ (02982)220614 deo.brm.emp@ rajasthan.gov.in	जिला रोजगार अधिकारी (रिक्त पद)	श्री सोमेश्वर देवडा, बाडमेर के पास अतिरिक्त कार्यभार
24.	जिला रोजगार कार्यालय, बी.आर.583,न्यू कॉलोनी,बून्दी ☎ (0747)2443112 deo.bun.emp@ rajasthan.gov.in	जिला रोजगार अधिकारी (रिक्त पद)	श्री भेरू प्रकाश नागर के पास अतिरिक्त कार्यभार
25.	जिला रोजगार कार्यालय, जिला कलेक्ट्रेट परिसर, चित्तौडगढ ☎ (01472)241053 deo.chi.emp@ rajasthan.gov.in	जिला रोजगार अधिकारी (रिक्त पद)	श्री मोहीत सिंह शेखावत (सहायक निदेशक डी.आई.सी.) के पास अतिरिक्त कार्यभार
26.	जिला रोजगार कार्यालय, जिला कलेक्ट्रेट परिसर चूरू, ☎(01562)252021 deo.chu.emp@ rajasthan.gov.in	सहायक निदेशक (रिक्त पद)	सुश्री वर्षा जानू (जिला रोजगार अधिकारी) पद विरुद्ध पदस्थापित
27.	जिला रोजगार कार्यालय, जिला कलेक्ट्रेट,परिसर दौसा ☎ (01427)224044 deo.dau.emp@ rajasthan.gov.in	सहायक निदेशक जिला रोजगार अधिकारी	श्री राजेन्द्र कुमार मीणा श्री श्याम लाल शर्मा
28.	जिला रोजगार कार्यालय, धूल कोट,धौलपुर, ☎(05642)220804 deo.dho.emp@ rajasthan.gov.in	जिला रोजगार अधिकारी (रिक्त पद)	श्री आर. एस. मीणा, के पास अतिरिक्त कार्यभार
29.	जिला रोजगार कार्यालय, न्यू कॉलोनी,डूंगरपुर ☎ (02964)232714 deo.dun.emp@rajasthan.gov.in	जिला रोजगार अधिकारी (रिक्त पद)	श्रीमती मंजु माली (जनरल मैनेजर) के पास अतिरिक्त कार्यभार
30.	जिला रोजगार कार्यालय, पुराना कलेक्ट्रेट परिसर,हनुमानगढ ☎(01552)261650 deo.hnu.emp@rajasthan.gov.in	जिला रोजगार अधिकारी (रिक्त पद)	विनोद कुमार (आर्थिक एवं सांख्यिकी विभाग) के पास अतिरिक्त कार्यभार
31.	जिला रोजगार कार्यालय यू.आई.टी. प्रथम मंजिल,खुहड़ी रोड, जैसलमेर ☎(02992)252512 deo.jai.emp@rajasthan.gov.in	जिला रोजगार अधिकारी	श्री भवानी प्रताप चारण
32.	जिला रोजगार कार्यालय, III/4 नर्बदा नहर आवासीय कॉलोनी, जालोर ☎(02973)223761 deo.jal.emp@rajasthan.gov.in	जिला रोजगार अधिकारी	श्री ललित कुमार (अतिरिक्त कार्यभार)
33.	जिला रोजगार कार्यालय, मिनि सचिवालय, झालावाड, ☎(07432)232318 deo.jha.emp@rajasthan.gov.in	जिला रोजगार अधिकारी	श्री अजय व्यास (अतिरिक्त कार्यभार)

34.	जिला रोजगार कार्यालय, डाईट परिसर,करौली ☎(07464)251436 deo.kar.emp@rajasthan.gov.in	सहायक निदेशक	श्री उदय भान मीणा सहायक निदेशक (अतिरिक्त कार्यभार)
35.	जिला रोजगार कार्यालय, एम.जी.रोड नागौर ☎(01582)240882 deo.nag.emp@rajasthan.gov.in	सहायक निदेशक जिला रोजगार अधिकारी (रिक्त पद)	श्री राघवेन्द्र सिंह (सहायक निदेशक) (रिक्त पद)
36.	जिला रोजगार कार्यालय, जिला कलेक्ट्रेट परिसर, पाली ☎(02932)220404 deo.pal.emp@rajasthan.gov.in	जिला रोजगार अधिकारी (रिक्त पद)	श्री राम दयाल राठौर सहायक निदेशक (सांख्यिकी विभाग) के पास अतिरिक्त कार्यभार
37.	जिला रोजगार कार्यालय, काजू कस्तू अपार्टमेन्ट,बस स्टेण्ड के पास राजसमन्द ☎(02952)223526 deo.rjs.emp@rajasthan.gov.in	जिला रोजगार अधिकारी (रिक्त पद)	श्री उमेश रायका (श्रम कल्याण अधिकारी) के पास अतिरिक्त कार्यभार
38.	जिला रोजगार कार्यालय जिला कलेक्ट्रेट परिसर सवाई माधोपुर☎ (07462)220332 deo.swm.emp@rajasthan.gov.in	सहायक निदेशक	श्री राजकुमार मीणा (उप निदेशक) पदस्थापन की प्रतीक्षा में
39.	जिला रोजगार कार्यालय, वार्ड नं. 29 पुलिस लाईन रोड,सीकर ☎(01572)245112 deo.skr.emp@rajasthan.gov.in	सहायक निदेशक जिला रोजगार अधिकारी	श्री राकेश चौधरी (रिक्त पद)
40.	जिला रोजगार कार्यालय, कलेक्ट्रेट परिसर,सिरोही ☎(02972)224142 deo.sir.emp@rajasthan.gov.in	जिला रोजगार अधिकारी	श्री राजू सिंह चौहान
41.	जिला रोजगार कार्यालय, सुभाष बाजार, टोंक ☎(01432)248037 deo.tnk.emp@rajasthan.gov.in	जिला रोजगार अधिकारी	श्री राजकुमार मीणा (उप निदेशक) अतिरिक्त कार्यभार
42.	जिला रोजगार कार्यालय मिनी सचिवालय,प्रतापगढ ☎01478-220300 deo.ptg.emp@rajasthan.gov.in	जिला रोजगार अधिकारी (रिक्त पद)	श्री भेरू लाल मीणा अतिरिक्त कार्यभार

Departmental website : www.employment.livelihoods.rajasthan.gov.in

Government of Rajasthan
EMPLOYMENT DEPARTMENT
Directorate of Employment

As On Dt. 25-04-2024

SN	Name of Office & E-Mail ID	Name of Officer	STD Code	Tel.No	Mobile No.
1.	Director, Employment Department dir.jpr.emp@rajasthan.gov.in	Sh. Dharampal Meena(J.D) (Addl. charge)	0141	2373675(O)	9461180904
2.	Joint Director (Admn.) ddadm.jpr.emp@rajasthan.gov.in	Sh. Dharampal Meena(J.D)	0141	2373454	9461180904
3.	Joint. Director (EP) ddep.jpr.emp@rajasthan.gov.in	Sh. Praveen Mathur D.D(Against The Post)	0141	2373454	9928369669
4.	Joint Director (EMI) ademi.jpr.emp@rajasthan.gov.in	Sh. Jagdish Narain Nirwan, DD (Add.Charge)	0141	2373454	9414443869
5.	Dupty Director advj.jpr.emp@rajasthan.gov.in nod.com.emp@rajasthan.gov.in	Sh. Shyam Lal Satoliya (D.D)	0141	2373454	9414467157
6.	Asstt.Director (Rozgar Sandesh) adrs.jpr.emp@rajasthan.gov.in	Sh. Hariram Badgujar D.D (Against The Post)	0141	2368398	9828630478
7.	Asstt.Director (Tr.) adtr.jpr.emp@rajasthan.gov.in	Sh. Vivek Bhardwaj AD	0141	2373454	9782120555
8.	Asstt.Director (E.S.) ades.jpr.emp@rajasthan.gov.in	Smt. Deepika Chundawat AD	0141	2373454	9784015284
9.	DEO (Enf.) ddo.jpr.emp@rajasthan.gov.in	Shri Harish Nainakwal AD (Against The Post) DEO	0141	2373454	9414453026
10.	A.C.P. (Dy.Director)	Sh. Ashutosh Gautam	0141	2368850	9414252527
11.	A.C.P	Sh. Rajesh Kumar Yadav	0141	2368850	8058212008
ACCOUNTS SECTION					
12.	Accounts Officer Directorate ao.jpr.emp@rajasthan.gov.in	Sh Devi Shay Jat, Ao Smt.Sunita Kumari AAO-1	0141	2373428	9636388551 7877028476 9413631724

SREO/DISTRICT EMPLOYMENT OFFICES IN RAJASHTAN
(As on 25-04-2024)

S. No.	Name of Office & E-Mail ID	Name of Officer	STD Code	Tel.No	Mobile No.
1.	Sub-Reg.Emp.Ex.,Ajmer sreo.ajm.emp@rajasthan.gov.in	Sh. Jagdish Narain DD SH.Madhu SudanJoshi AD (Against The Post)	0145	2432903	9414443869 9887394465
2.	District Emp.Ex.Alwar deo.alw.emp@rajasthan.gov.in	Sh. Shyam Lal Satoliya (D.D) (Addl. Charge AD) Sh. Shreshth Dixit DEO	0144	2348070	7300416463
3.	Distt.Emp.Ex.Banswara deo.ban.emp@rajasthan.gov.in	Sh. Khetaram, General Manager, DIC, Banswara (Addl charge)	02962	243723	8949812508
4.	Distt.Emp.Exchange, Baran deo.bar.emp@rajasthan.gov.in	Sh. Harishankar Nuwad, DD, mahila balvikash department, Baran (Addl charge)	07453	232067	8005696081
5.	Distt.Emp.Exchange,Barmer deo.brm.emp@rajasthan.gov.in	Sh. Someswer Devda (Addl charge)	02982	220614	-
6.	Distt.Emp.Ex.Bharatpur sreo.bha.emp@rajasthan.gov.in	Sh. R.S. Meena, AD (Against The Post) DD Sh. Vikash Kumar DEO	05644	223478	9461408808 8058809669
7.	Distt.Emp.Ex.Bhilwara deo.bhl.emp@rajasthan.gov.in	Sh. Mukesh Gurjar, DD (Against The Post) AD	01482	264628	94603 76043
8.	Sub-Reg.Emp.Ex.Bikaner sreo.bik.emp@rajasthan.gov.in	Sh. Hargovind Mittal, AD (Against The Post) DD (add.charge)	0151	2226721	9829099206
9.	Distt.Emp.Ex.Bundi deo.bun.emp@rajasthan.gov.in	Sh. Sh.Bheru Prakash Nagar (Addl charge)	0747	2443112	9882101544
10	Distt.Emp.Ex.Chittorgarh deo.chi.emp@rajasthan.gov.in	Sh. Mohit Singh Shekhawat , AD, DIC (Addl charge)	01472	241053	9837622446
11	Distt.Emp.Ex Churu deo.chu.emp@rajasthan.gov.in	Miss. Varsha Janu. DEO (Against The Post) AD	01562	252021	9413027930
12	Distt.Emp.Ex.Dausa deo.dau.emp@rajasthan.gov.in	Sh. Rajendra Kumar Meena, AD Sh. Shyam Lal Sharma DEO	01427	224044	9414047733 9784661147
13	Distt.Emp.Ex.Dholpur deo.dho.emp@rajasthan.gov.in	SH.R.S MEENA(Addl charge)	05642	220804	9461408808
14	Distt.Emp.Ex. Dungarpur deo.dun.emp@rajasthan.gov.in	Smt..Manju Mali, Genral Manager DIC (Addl charge)	02964	232714	9001835901
15	Sub-Reg. Emp.Ex. Jaipur sreo.jpr.emp@rajasthan.gov.in	Smt. Navrekha, AD (Against The Post) DD Ms.Seema Meena DEO	0141	2712891	9414300687 8562819969
16	Distt.Emp.Ex.Jaisalmer deo.jai.emp@rajasthan.gov.in	Sh. Bhawani Pratap Charan, DEO	02992	252512	9462053218
17	Distt.Emp.Ex.Jalore deo.jal.emp@rajasthan.gov.in	Sh. Lalit Kumar (Addl charge)	02973	223761	
18	Distt.Emp.Ex.Jhalawar deo.jha.emp@rajasthan.gov.in	Sh. Ajay Vyash (Addl charge)	07432	232318	-

19	Sub-Reg.Emp.Ex.Jhunjhunu sreo.jhu.emp@rajasthan.gov.in	Sh. Dayanand Yadav, DEO (Against The Post AD)	01592	232631	9314361831
20	Sub-Reg. Emp.Ex. Jodhpur sreo.jod.emp@rajasthan.gov.in	Sh. Anand Kumar Suthar, DD	0291	2544041	7073939043
21	Sub-Regional Emp.Ex. Kota sreo.kot.emp@rajasthan.gov.in	Sh. Manoj Pathak, AD (Against The Post) DD	0744	2323132	9414287129
22	Distt.Emp.Ex.Nagaur deo.nag.emp@rajasthan.gov.in	Sh. Raghvendra Singh , AD	01582	240882	9414978628
23	Distt.Emp.Ex.Pali deo.pal.emp@rajasthan.gov.in	Sh Ram Dayal Rathor, AD, Statistics Depratment (Addl charge)	02932	220404	9001091172
24	Distt.Emp.Ex.Rajsamand deo.rjs.emp@rajasthan.gov.in	Sh.Umesh Raika, LWO (Addl charge)	02952	223526	-
25	Distt.Emp.Ex.Swai Madhopur deo.swm.emp@rajasthan.gov.in	Sh. Raj Kumar Meena, DD (Against The Post AD)	07462	220332	9351706620
26	Distt.Emp.Ex.Sikar deo.skr.emp@rajasthan.gov.in	Sh.Rakesh Chodhary AD	01572	245112	9166488950
27	Distt.Emp.Ex.Sirohi deo.sir.emp@rajasthan.gov.in	Sh. Raju Singh Chohan, DEO	02972	224142	9694347734
28	Sub-Reg. Emp. Ex., Shri Ganganagar sreo.gan.emp@rajasthan.gov.in	Sh. Sukhman Singh Johal, Distt. Minority Welfare Officer (Addl charge)	0154	2452837	7300290791 8440947589
29	Distt.Emp.Ex.Tonk deo.tnk.emp@rajasthan.gov.in	Sh. Raj Kumar Meena, DD (Addl charge)	01432	248037	9351706620
30	Sub-Reg.Emp.Ex. Udaipur sreo.udi.emp@rajasthan.gov.in	SH. Sanket Modi L.W.O (Addl charge)	0294	2431927	8053115665
31	Distt.Emp.Ex.Hanumangarh deo.hnu.emp@rajasthan.gov.in	Sh. Vinod Kumar, AD (Economics and Statical Deptt.), DEO (Addl charge)	01552	261650	9462577044
32	P&E, Jaipur pe.jpr.emp@rajasthan.gov.in	Mrs. Suman Kumpawat , AD	0141	2708888	9549678111
33	Spl. Emp.Exc(PH) php.jpr.emp@rajasthan.gov.in	Dr. Sanjeev Solanki AD	0141	2705533	8058469373
34	UEB,Jaipur ueb.kot.emp@rajasthan.gov.in	SH.Hanuman Sahay. Meena DEO (add.charge)	0141	2710106	9352570689
35	UEB, Jodhpur ueb.jod.emp@rajasthan.gov.in	Sh.Bhwani Pratap Charan (add.charge)	0291	2511966	8619888168
36	UEB, Udaipur ueb.uda.emp@rajasthan.gov.in	Sh. Raju Singh Chouhan DEO (add.charge)	0294	2411487	9352570689
37	UEB, Bikaner ueb.bik.emp@rajasthan.gov.in	Sh. Hargovind Mittal AD	0151	2250332	9829099206
38	Mahila Emp. Ex., Jaipur mee.jpr.emp@rajasthan.gov.in	Sh. Hanuman Sahay Meena, DEO (AD , Addl. charge)	0141	2709406	9352570689
39	Distt.Emp.Ex .Karoli deo.kar.emp@rajasthan.gov.in	Sh. Udai Bhan Meena AD (Addl charge)	07464	251436	9785571904
40	Distt.Emp.Ex. Pratapgarh deo.ptg.emp@rajasthan.gov.in	Sh. Bheru Lal Meena AD, (Addl charge)	01478	220300	9414736023

10-The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations upto 25-04-2024

क्र.सं.	पदनाम	स्वीकृत पदो की संख्या	पे लेवल
1.	निदेशक	1	L-20
2.	संयुक्त निदेशक	4	L-18
3.	उप निदेशक	8	L-16
4.	एनेलिस्ट कम प्रोग्रामर	1	L-16
5.	सहायक निदेशक	15	L-14
6.	लेखाधिकारी	1	L-14
7.	जिला रोजगार अधिकारी	33	L-12
8.	सहायक लेखाधिकारी ग्रेड-1	1	L-12
9.	प्रोग्रामर	1	L-12
10.	सहायक लेखाधिकारी ग्रेड-2	1	L-11
11.	निजी सहायक	1	L-11
12.	संस्थापन अधिकारी	2	L-15
13.	प्रशासनिक अधिकारी	6	L-12
14.	अतिरिक्त प्रशासनिक अधिकारी	18	L-11
15.	वरिष्ठ कलाकार	1	L-10
16.	कनिष्ठ रोजगार अधिकारी	19	L-10
17.	कनिष्ठ लेखाकार	4	L-10
18.	सहायक प्रशासनिक अधिकारी	39	L-10
19.	सांख्यिकी निरीक्षक	1	L-10
20.	वरिष्ठ सहायक	58	L-8
21.	कनिष्ठ सहायक	109	L-5
22.	कलाकार	1	L-7
23.	संगणक	1	L-8
24.	प्रूफ रीडर	1	L-5
25.	सहायक प्रोग्रामर	13	L-10
26.	सूचना सहायक	48	L-8
27.	वाहन चालक	8	L-5
28.	चतुर्थ श्रेणी कर्मचारी	72	L-1
	Total	468	

10-The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations upto 25-04-2024

क्र.सं.	पदनाम	स्वीकृत पदो की संख्या	पे लेवल
1.	Director	1	L-20
2.	Joint Director	4	L-18
3.	Deputy Director	8	L-16
4.	ACP(Deputy Director)	1	L-16
5.	Assistant Director	15	L-14
6.	Account Officer	1	L-14
7.	District Employment officer	33	L-12
8.	Assistant Account Officer I	1	L-12
9.	Programmer	1	L-12
10.	Assistant Account Officer II	1	L-11
11.	Personal Assistant	1	L-11
12.	Establishment Officer	2	L-15
13.	Administrative officer	6	L-12
14.	Add. Administrative officer	18	L-11
15.	Senior Artist	1	L-10
16.	Junior Employment officer	19	L-10
17.	Junior Accountant	4	L-10
18.	Asstt. Administrative officer	39	L-10
19.	Statical Inspector	1	L-10
20.	Senior Assistant	58	L-8
21.	Junior Assistant	109	L-5
22.	Artist	1	L-7
23.	Computer	1	L-8
24.	Proof Reader	1	L-5
25.	Assistant Program	13	L-10
26.	Information Assitant	48	L-8
27.	Driver	8	L-5
28.	Peon	72	L-1
	Total	468	

लेखानुदान में स्वीकृत बजट प्रावधान (BE)

वित्तीय वर्ष 2024-25

(राशि लाखों में)

क्र. सं.	योजना का नाम व बजट शीर्ष	राज्य निधि	केन्द्रीय सहायता
1.	327- रोजगार मेला		
	2230-02-101-(01)-[00]	523.00	-
	2230-02-789-(01)-[00]	135.00	-
	2230-02-796-(01)-[00]	102.00	-
2.	796- रोजगार कार्यालय भवन		
	4059-80-051-(26)-[00]	56.00	-
3.	2733- मुख्यमंत्री युवा सम्बल योजना		
	2230-02-800-(11)-[01]	53530.01	-
	2230-02-789-(08)-[01]	13680.01	-
	2230-02-796-(08)-[01]	10435.01	-
4.	2507-मुख्यमंत्री कौशल अनुदान योजना		
	2230-02-800-(10)-[01]	0.01	-
	2230-02-789-(06)-[01]	0.01	-
	2230-02-796-(06)-[01]	0.01	-
5.	2531-National Carrier Service Project		
	2230-02-101-(06)-[01]	-	0.03
	2230-02-789-(07)-[01]	-	0.03
	2230-02-796-(07)-[01]	-	0.03
	4059-80-051-(26)-[00]	-	0.01
	योग	78461.06	0.10

Other than Schemes

1.	2230- श्रम, रोजगार एवं कौशल विकास 02- रोजगार सेवाएं 001- निदेशन तथा प्रशासन (01)- निदेशालय	791.03	-
2.	2230- श्रम, रोजगार एवं कौशल विकास 02- रोजगार सेवाएं 101- रोजगार सेवाएं (05)- सामान्य कार्यालय	1799.26	-
3.	2230- श्रम, रोजगार एवं कौशल विकास 02- रोजगार सेवाएं 800- अन्य व्यय (01)- रोजगार समाचार का मुद्रण एवं प्रकाशन	9.00	-
	योग	2599.29	-

Approved Budget Provision (BE)
Financial Year 2024-25

(Rs. In Lacs)

Sr. No.	Name of Scheme & Budget Head	State Fund	Central Assistance
1.	327– Rojgar Mela		
	2230–02–101–(01)–[00]	523.00	–
	2230–02–789–(01)–[00]	135.00	–
	2230–02–796–(01)–[00]	102.00	–
2.	796– Employment Office building		
	4059–80–051–(26)–[00]	56.00	–
3.	2733– Mukhya Mantri Yuva Sambal Yojana		
	2230–02–800–(11)–[01]	53530.01	–
	2230–02–789–(08)–[01]	13680.01	–
	2230–02–796–(08)–[01]	10435.01	–
4.	2507–Mukya Mantri Kaushal Anudan Yojana		
	2230–02–800–(10)–[01]	0.01	–
	2230–02–789–(06)–[01]	0.01	–
	2230–02–796–(06)–[01]	0.01	–
5.	2531–National Carrier Service Project		
	2230–02–101–(06)–[01]	–	0.03
	2230–02–789–(07)–[01]	–	0.03
	2230–02–796–(07)–[01]	–	0.03
	4059–80–051–(26)–[00]		0.01
	Total	78461.06	0.10

Other than Schemes

1.	2230– Labour, Employment & Skill Development 02– Employment Services 001– Direction and Administration (01)– Directorate	791.03	–
2.	2230– Labour, Employment & Skill Development 02– Employment Services 101– Employment Services (05)– General Office	1799.26	–
3.	2230– Labour, Employment & Skill Development 02– Employment Services 800– Other Expenses (01)– Printing & Publishing of Employment News	9.00	–
	Total	2599.29	–

योजनावार सारांश स्थिति (RE)

वित्तीय वर्ष 2024-25

(राशि लाखों में)

योजना का नाम एवं बजट शीर्ष	राज्य निधि	केन्द्रीय सहायता
रोजगार मेला (सामान्य, एस.सी. व एस.टी.)	760.00	—
रोजगार कार्यालय भवन	56.00	—
मुख्यमंत्री युवा सम्बल योजना (सामान्य, एस.सी. व एस.टी.)	77645.03	—
मुख्यमंत्री कौशल अनुदान योजना (सामान्य, एस.सी. व एस.टी.)	0.03	—
NCS प्रोजेक्ट (सामान्य, एस.सी. व एस.टी.)	—	0.10
योग	78461.06	0.10

Schemewise Summarised Position (BE)
Financial Year 2024-25

(Rs. In Lacs)

Name of Schemes & Budget Head	State Fund	Central Assistance
Rojgar Mela (GEN.,SC & ST)	760.00	–
Employment Office building	56.00	–
Mukhya Mantri Yuva Sambal Yojana (GENERAL, SC & ST)	77645.03	–
Mukhya Mantri Kaushal Anudan Yojana (GENERAL, SC & ST)	0.03	–
NCS Project (GEN.,SC & ST)	–	0.10
Total	78461.06	0.10

Chapter XII

SECTION 4(1)(b)(xii)

12. The manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such programmes

Since the department is a social service department and no economic activity or generation of revenue is carried out, no subsidy programme is implemented by the Department.

Chapter XIII

SECTION 4(1)(b)(xiii)

13 Particulars of recipients of concessions, permits or authorisations granted by it

No such economic activity is carried out by the Deptt. Therefore, no provision exists for granting concessions, permits or authorizations.

Chapter XIV

SECTION 4(1)(b)(xiv)

14. Details in respect of the information, available to or held by it, reduced in an electronic form

The Departmental website has been launched and all relevant information has been incorporated and made available for the use of general public

Chapter XV

SECTION 4(1)(b)(xv)

15. The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use

All relevant Departmental information is made available to the general public through its offices and Website for the use of general public.

Chapter XVI

SECTION 4(1)(b)(xvi)

16. The names, designation and other particulars of the public information Officers

- a- Appellate Authority: Director
Directorate of Employment
Rajasthan, Jaipur.
- b- State Public Information Officer: DY. Director (VG)
Directorate of Employment
Rajasthan, Jaipur.
- c- Asstt. State Public Information Officers: All Heads of Offices of the
Department of Employment within
their jurisdictions

Chapter XVII

SECTION 4(1)(b)(xvii)

17. Such other information as may be prescribed

----- NIL -----