

Details of present strength [as on 1st August 2023]

S.No.	Designation	Group A/B/C	Scale of Pay	Sanctioned Strength	No in position
	Regular posts				
1	Secretary to the President	A	Level 17	1	1
2	Additional Secretary to the President *	A	Level 15	1	1
3	Military Secretary to the President	A	Level 14	1	1
4	Joint Secretary -cum-Social Secretary to the President #	A	Level 14	1	1
5	Physician to the President #	A	Level 14	1	1
6	Director/Deputy Secretary to the President	A	Level 13/ Level 12	2	2
7	Internal Financial Adviser	A	Level 13/ Level 12	1	1
8	Press Secretary to the President	A	Level 13	1	1
9	Deputy Military Secretary to the President	A	Level 13	1	1
10	Deputy Press Secretary to the President	A	Level 13	1	1
11	Comptroller, President's Household	A	Level 12	1	1
12	Joint Director	A	Level 12	1	0
13	Under Secretary	A	Level 11	8	8
14	Manager, Hyderabad	A	Level 11	1	1
15	Deputy Physician to the President	A	Level 11	1	1
16	Superintendent, President's Gardens	A	Level 11	1	0
17	Principal Private Secretary	A	Level 11	2	2
18	Deputy Director	A	Level 11	1	1
19	Public Relations Officer	A	Level 11	1	1
20	Curator	A	Level 10	1	0
21	Technical Officer	A	Level 10	1	1
22	Senior Accounts Officer	A	Level 10	1	1
23	Section Officer	B	Level 8	25	25
24	Private Secretary	B	Level 8	9	8
25	Assistant Library and Information Officer	B	Level 7	1	0
26	Photographic Officer	B	Level 7	1	1
27	Assistant Account Officer	B	Level 8	2	2
28	Senior Technical Restorer	B	Level 7	1	1
29	Senior Nursing Officer	B	Level 8	1	1
30	Public Health Nursing Officer	B	Level 8	1	1
31	Steno Grade 'C'	B	Level 7	7	6
32	Assistant Section Officer	B	Level 7	53	44
33	Nursing Officer	B	Level 7	1	1
34	Supervisor, Telephone Exchange	B	Level 7	1	1
35	Assistant Curator	B	Level 7	1	0
36	Senior Education Assistant	B	Level 7	1	1
37	Junior Photographer	B	Level 6	1	0
38	Technical Assistant	B	Level 6	1	0
39	Shift Supervisor	B	Level 6	2	1
40	Sectional Officer (Hort.)	B	Level 6	3	2
41	Pharmacist	C	Level 5	3	1
42	Production Assistant	C	Level 5	1	1
43	Receptionist Grade-I	C	Level 5	1	1

44	SSA	C	Level 4	37	4
45	JSA	C	Level 2	38	34
46	Stenographer Grade 'D'	C	Level 4	1	1
47	Telephone Operator Grade-I	C	Level 4	5	2
48	Junior Photo Assistant	C	Level 4	1	0
49	Sanitary Supervisor	C	Level 4	1	0
50	Receptionist Grade-II	C	Level 4	2	2
51	Telephone Operator Grade-II	C	Level 2	5	5
52	Sanitary Fitter	C	Level 2	1	1
53	Record Keeper	C	Level 2	4	4
54	Multi Tasking Staff	C	Level 1	69	57
55	Anti Malaria-cum-Multi Tasking Staff	C	Level 1	19	9
56	Medical Female Attendant-cum-MTS	C	Level 1	2	0
57	Chowkidar	C	Level 1	3	0
Departmental Canteen					
58	Manager Grade-II	B	Level 6	1	1
59	Manager-cum Accountant	B	Level 6	1	0
60	Asstt. Manager-cum-Store Keeper	C	Level 4	1	1
61	Clerk	C	Level 2	3	2
62	Halwai-cum-Cook	C	Level 3	2	2
63	Asstt. Halwai-cum-Cook	C	Level 2	2	1
64	Canteen Attendant	C	Level 1	13	0
Co-terminus posts					
65	Officer on Special Duty(JS Level) [Press Secretary]	A	Level 14	1	1
66	Officer on Special Duty (Director Level)	A	Level 13	1	1
67	Private Secretary to the President (Director level)	A	Level 13	2	2
68	Officer on Special Duty (DS Level)	A	Level 12	1	1
69	Officer on Special Duty (Hindi) [DS Level]	A	Level 12	1	0
70	Additional Private Secretary	A	Level 11	2	0
71	Principal Private Secretary	A	Level 11	2	0
72	Executive Chef	B	Level-11	1	1
73	OSD Communication	B	Level-11	1	1
74	Assistant Private Secretary	B	Level 8	2	1
75	Superintendent (President's Garage)	C	Level-8	1	0
76	Personal Assistant	B	Level-7	1	0
77	Sr. Hindi Translator		Level-7	1	1
78	Stenographer Grade 'D'		L-4	1	0
				377	261

* The ACC has approved in-situ upgradation of Dr. Rakesh Gupta, Jt. Secretary to the President to the level of Additional Secretary to the Government of India as measure personal to him by temporarily upgrading the post held by him.

@ These two posts are being operated at Director Level.