



भारतीय चिकित्सा एवं होम्योपैथी भेषजसंहिता आयोग

PHARMAPOEIA COMMISSION FOR INDIAN MEDICINE & HOMOEOPATHY

आयुष मंत्रालय, भारत सरकार

Ministry of AYUSH, Government of India



1.2.ii. Power and duties of other employees

S.No	Designation/Section	Powers and Duties
1.	Director	Overall administration and decision making authorization
2.	Joint Director	To assist the Director in technical and administrative work of the Commission To supervise technical and administrative staff
3.	Deputy Director (Chemistry; Microbiology)	To assist the Joint Director in technical and administrative work of the Commission
4.	Principal Scientific Officer (Inorganic Chemistry*; Organic Chemistry / Phyto-chemistry; Pharmacognosy; Ayurveda*)	To look after the technical work related to concerned section
5.	Scientific officer (Ayurveda; Inorganic Chemistry*; Organic Chemistry /Phyto-chemistry; Pharmacognosy)	Technical work of concerned section
6.	Scientific Officer (Siddha)	To look after the technical work related to concerned section
7.	Scientific Officer (Unani)	To look after the technical work related to concerned section
8.	Scientific Officer (Pharmacology)	To look after the technical work related to concerned section
9.	Research Officer (Homoeopathy; Chemistry; Pharmacognosy; Plant Introduction*; Microbiology; Training)	Technical work of concerned section
10.	Senior Scientific assistant/Senior Research Assistant/Scientific assistant/Research Assistant (Chemistry; Pharmacognosy; Botany; Pharmacology; Microbiology)	Technical work of concerned section
11.	Pharmacy Assistant*	-

12.	Laboratory Assistant (Chemistry; Pharmacognosy; Pharmacology; Microbiology)	Technical work of concerned section
13.	Personal Secretary to Chairman*	-
14.	Personal Secretary to Director*	-
15.	Administrative Officer*	-
16.	Store Officer	Purchasing, maintenance of store and sale of publications
17.	Junior Technician	To maintain instruments, pharmacy machinery, electrical fittings and general maintenance of building.
18.	Assistant*	To carry out work in cash section, budget, salary bills, work in establishment, personal files, service books etc.
19.	Library Information Officer	In-charge of library documentation, procurement and maintenance of books & journals data bank etc.
20.	Assistant Library Information Officer*	-
21.	Artist cum Photographer*	-
22.	UDC*	-
23.	Junior Steno*	-
24.	Store Keeper*	-
25.	LDC*	-
26.	Driver	To carry out the allotted duty and maintenance of vehicle
27.	MTS	To carry out the work allotted by office

*Posts vacant as of now