

## NATIONAL CLASSIFICATION OF OCCUPATIONS

### DIVISION-9

#### ELEMENTARY OCCUPATIONS

Elementary occupations consist of simple and routine tasks which mainly require the use of hand-held tools and often some physical effort. Most occupations in this division require skill at the first skill level.

#### 91 SALES AND SERVICES ELEMENTARY OCCUPATIONS

Sales and services elementary occupations mainly consist of tasks connected with street or door to door sales or services, or cleaning, property watching and care taking, delivering goods and messages or carrying luggage.

#### 911 STREET VENDORS AND RELATED WORKERS

Street vendors and related workers sell food and other goods in streets and public places, or from door to door, or by telephone.

##### 9111 STREET FOOD VENDORS

Street food vendors prepare and sell previously prepared, hot or cold foods, vegetables, fruit, ice cream and various drinks, in streets and public places such as stations, cinemas or theatres.

**9111.10 Milkman; Dhudhwala; Gawala (Seller)** delivers milk from door to door to his regular customers and sells milk, curd, etc. to customers at his shop or fixed place. Estimates his requirements and purchases milk from Wholesale Dealers. Ensures that milk-cans are washed properly and fills necessary quantity of milk in them. Goes to regular customers on foot or on cycle and delivers milk as required. Keeps day-to-day record of milk delivered and collects money from customers monthly. May sell milk and other dairy products to customers at his shop or place. May own buffalo or cow and may take it to customer's place for milking.

**9111.90 Street Food Vendors, other** include workers who prepare and sell previously prepared, hot or cold foods, vegetables, fruit, ice cream and various drinks, in streets and public places such as stations, cinemas or theatres not elsewhere classified.

##### 9112 STREET VENDORS NON FOOD PRODUCTS

Street vendors non food products sell various goods in streets and public places such as stations, cinemas or theatres.

**9112.10 Hawker; Peddler; Street Vendor; Pheriwala** sells articles of daily utility and general merchandise such as vegetables, sweets, cloth, utensils, toys, etc. on footpaths or by going from door to door. Purchases goods from wholesale market according to his needs, and capital (money) available. Loads them in basket, or on pushcart, wheelbarrow or tricycle and moves in selected areas to effect sales. Announces loudly goods or articles on sale and their prices to attract customers. Attends to customers and effects sale by measuring, weighing or counting, as necessary. May also display goods or articles of sale on foot-path and effect sales. May purchase goods in lot, in auction or other sale. May prepare and sell his own products and may operate means of conveyance. May work on salary or commission basis or both.

**9112.90 Street Vendors Non Food Products, Other** include workers who sell various goods in streets and public places such as stations, cinemas or theatres not elsewhere classified.

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### 9113 DOOR TO DOOR AND TELEPHONE SALES PERSONS

Door to door and telephone sales persons solicit business for an establishment, particularly from households, by going from door to door or by telephoning.

**9113.10 News Paper Boy; Paperwala** delivers newspapers, periodicals etc. from door to door to regular customers and sells them to casual customers on footpaths, railway platform, bus stand, etc. Estimates his requirements of different types of newspapers and periodicals. Purchases required number of copies on cash payment or on credit from agencies or printers. Goes from door to door either on foot or on bicycle. Announces important and sensational news to boostup sales and delivers newspapers and periodicals to his regular customers and ensures timely delivery. Keeps day-to-day record of copies delivered and collects money from customers weekly or monthly. Returns unsold copies to agents or printers. May sit on footpaths in busy localities and sell to casual customers on payment of cash. May work on commission or salary basis or both.

**9113.20 Order Supplier** books orders by going from door to door or on shop counter by telephone or otherwise and arranges supply of required goods at stipulated time and place. Chalks out programme of visits. Interviews prospective buyers, explains features of goods and shows samples, if available. Quotes prices and business terms. Prepares order forms and books orders. Forwards orders to head office for supply. Arranges delivery of ordered goods to customers according to contract. May receive payment on behalf of producer or supplier.

**9113.30 Home-Delivery Man; Deliveryman** delivers goods such as provisions, bakery products, laundry etc. at customer's residence or other places as directed. Places indents with stores for supply of goods according to orders to be executed. Arranges orders according to areas or localities. Ensures that all articles are properly packed and loaded in delivery van, push-cart, trolley or tricycle. Goes from door to door along with vehicle and delivers

goods to customers according to their instructions. Collects money from customers and issues receipt for same. Ascertains further requirements of customers and books orders if necessary. Maintains accounts of deliveries made, cash and cheques, etc. collected. Returns undelivered packages to stores. May take additional goods usually in demand and sell them to customers in area or localities visited.

**9113.90 Door to Door and Telephone Sales Persons, Other** include workers who solicit business for an establishment, particularly from households, by going from door to door or by telephoning, not elsewhere classified.

### 912 SHOE CLEANING AND OTHER STREET SERVICES ELEMENTARY OCCUPATIONS

Shoe cleaning and other street services elementary occupations consist of providing various on the spot street services such as cleaning shoe, washing car windows, or running errands.

### 9120 SHOE CLEANING AND OTHER STREET SERVICES ELEMENTARY OCCUPATIONS

Shoe cleaning and other street services elementary occupations usually include such occupations as cleaning shoe, washing car windows, or running errands and providing various on the spot street services.

**9120.10 Boot Polisher** cleans and polishes shoes. Brushes shoes to remove dust; applies cleaning agents like soap or other chemical solution for removing dirt and spots from soiled shoes using sponge or cloth; applies polish, colour or chalk-powder (dry or mixed with liquid) with finger, brush or soft cloth on leather, canvas or other shoes; rubs surface of leather-shoes with soft brush to make them shine; applies chalk or solution on canvas or other non-leather shoes and allows them to dry; finishes leather shoes by further rubbing them with soft cloth or flannel piece; finishes non-leather shoes by retouching with appropriate cleaning matter and by removing superfluous coat and spots.

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**9120.20 Billposter** attaches advertising posters on surfaces, such as walls and billboards, using handtools: Removes old poster, using scraping tool. Mixes paste-powder with water to form paste. Smears paste on wall or billboard surface, using brush. Aligns poster sections on billboard and smooths sections, using long-handled brush. Staples or tacks posters on fences, walls, or poles. Climbs ladder to work from deck at bottom of elevated billboard. May work from scaffolding.

**9120.90 Shoe Cleaning and Other Street Services Elementary Occupations, Other** include workers engaged in activities such as cleaning shoe, washing car windows, or running errands and providing various on the spot street services, not elsewhere classified.

### **913 DOMESTIC AND RELATED HELPERS, CLEANERS AND LAUNDERERS**

Domestic and related helpers, cleaners and launderers perform various tasks in private households, hotels, offices, hospitals and other establishments, as well as in aircraft, trains, coaches, trams, and similar vehicles, in order to keep the interiors and fixtures clean, or they do hand-laundrying and pressing.

#### **9131 DOMESTIC HELPERS AND CLEANERS**

Domestic helpers and cleaners sweep, vacuum-clean, wash and polish, take care of household linen, purchase household supplies, prepare food, serve meals and perform various other domestic duties.

**9131.10 Domestic Servant** performs general house-hold duties and attends to personal comforts of master or employer. Performs domestic work of routine nature such as sweeping and dusting of rooms and furniture, making beds, serving meals, purchasing vegetables, meat, fish etc. from market, storing water and doing odd jobs. Prepares tea, coffee and meals. Lays table, cleans soiled and used plates and cooking utensils. May wash clothes and look after tamed animals such as cow, dog, etc. May look after children.

**9131.20 Char Dust Cleaner and Salvager** cleans floors and equipment, and performs following duties in char-house: Cleans and collects char dust from floors, pump basins, pipelines, and tank tops. Observes operating machinery, such as char-draw mechanisms, spreaders, and char-collectors, for blockades or malfunctioning, and reports irregularities to superiors. Fills sacks with salvaged char dust and sews, weighs, and stores sacks. Obtains samples of char and takes them to laboratory for analysis. Delivers requisitions, runs errands, and supplies filter blankets and wedges to other workers.

**9131.30 Cleaner, Home Restoration Service** cleans and restores interiors of homes damaged by fire, smoke, or water, using commercial cleaning equipment: Receives work orders and schedules from supervisor. Carries floor-mounted or portable commercial carpet, upholstery, and interior cleaning machines, tools, and supplies to work site. Cleans carpet, upholstery, floors, walls, ceilings, draperies, windows, and room accessories. Places fans and other equipments in rooms to remove moisture from carpet, upholstery, and air. Sprays or fogs carpet, upholstery, and accessories with fabric conditioners and protectors, deodorizers, and disinfectants, using hand and power sprayers, applying knowledge of types of fabrics, dyes, and chemical sprays. Inspects completed restoration to ensure conformance to standards. Collects payments and discusses results of work with customers.

**9131.90 Domestic and Related Helpers, Cleaners and Launderers, Other** include all other domestic helpers and cleaners not elsewhere classified.

#### **9132 HELPERS AND CLEANERS IN OFFICES, HOTELS AND OTHER ESTABLISHMENTS**

Helpers and cleaners in offices, hotels and other establishments perform various cleaning tasks in order to keep clean and tidy the interiors and fixtures of hotels, offices and other establishments, as well as of aircraft, trains, buses and similar vehicles.

**9132.10 Dusting Man, Office; Farash, Office** performs routine unskilled duties in

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office or establishment such as dusting of rooms and furniture and opening and closing office. Gets rooms swept by Sweeper in his presence. Dusts office tables, chairs, doors, windows, etc. Sprays periodically DDT or other insecticides. May sweep office or institution. May work as watchman and guard office or institution during day or night.

**9132.20 Kitchen Helper** performs any combination of following duties to maintain kitchen work areas and restaurant equipment and utensils in clean and orderly condition: Sweeps and mops floors. Washes worktables, walls, refrigerators, and meat blocks. Segregates and removes trash and garbage and places it in designated containers. Steam-cleans or hoses-out garbage cans. Sorts bottles, and breaks disposable ones in bottle-crushing machine. Washes pots, pans, and trays by hand. Scrapes food from dirty dishes and washes them by hand or places them in racks or on conveyor to dishwashing machine. Polishes silver, using burnishing-machine tumbler, chemical dip, buffing wheel, and hand cloth. Transfers supplies and equipment between storage and work areas by hand or by use of hand pulled trolley. Sets up banquet tables. Washes and peels vegetables, using knife or peeling machine. Loads or unloads trucks picking up or delivering supplies and food

**9132.30 Cleaner, Hospital** cleans hospital patient rooms, baths, laboratories, offices, halls, and other areas: Washes beds and mattresses, and remakes beds after discharge of patients. Keeps utility and storage rooms in clean and orderly condition. Distributes laundered articles and linens. Replaces soiled drapes and cubicle curtains. May disinfect and sterilize equipment and supplies, using germicides and sterilizing equipment.

**9132.90 Helpers and Cleaners in Offices, Hotels and Other Establishments, Other** include workers who perform various cleaning tasks in order to keep clean and tidy the interiors and fixtures of hotels, offices and other establishments, as well as of aircraft, trains, buses and similar vehicles not elsewhere classified.

**9133 HAND LAUNDERERS AND PRESSERS**

Hand launderers and pressers launder, press or dry- clean linen and other textiles by hand.

**9133.10 Dhobi; Washerman** washes and cleans garments and other articles of washable fabrics and presses them. Collects soiled clothes and garments from clients, marks them with marking ink for identification. Sorts soiled articles according to type and treatment to be given. Fills tub with water and adds proper amount of soap, washing soda or other chemicals and dips coloured or delicate garments into soapy water or chemical solution and agitates it by hand. Spreads wet garments on flat surface, and scrubs with hand or brush and rinses garment in clear water till dirty water stops coming out. Treats excessively soiled garments of coarse cloth separately by applying chemicals on them, by hand, boiling them in tub or in closed oven, beating them with hand on stone or club on stone or wood and washing them in clear water in tanks, rivers and lakes. Dries garments in open air by hanging them on rope, wire or spreading them on ground. Irons dried garments using hand iron-press. May wash garments and other textile furnishings in machine. May treat white and delicate garments with chemicals (Blue and Starch) for shine and bleaching.

**9133.20 Laundry Workers, Other** perform variety of routine and low skilled tasks in laundry and are designated according to nature of work performed such as:-

**MARKER** marks customer-identifying symbols on soiled garments or other articles received for cleaning, dyeing, pressing, etc., by writing code number on garment or on tag with pen and waterproof ink and sewing tag to garment.

**SORTER** sorts garments or articles received from customers according to type and colour of material, and fastness of dye.

**9133.30 Dry-Cleaner, Hand** cleans by hand, woollen and silken garments, textile furnishings and similar articles using chemical solution or other dry cleaning

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solvents. Examines garments or articles to ascertain condition and type of material and decides on type of treatment to be given. Lays article on table, treats with chemical solution and rubs or brushes parts most soiled and immerses article in solution for required period. Rinses article in fresh solution and allows it to dry in open air. May clean upholstered furniture. May operate dry-cleaning machine.

**9133.40 Spot-Remover** removes with chemical solution spots and stains from clothings, textile furnishings and similar articles, either before or after cleaning. Examines articles for condition and nature of spots or stains. Lays article on table and applies correct chemical solution to stains and rubs with brush or sponge till stain dissolves. May prepare chemical solutions. May wash article before removing spot.

**9133.50 Rug Cleaner** operates in cooperation with one or more workers automatic rug cleaning machines which soaps, scrubs, rinses and partially dries floor coverings in one continuous operation. Inserts edge of rug between feed rollers and starts machine which carries rug under soap spray, revolving, scrubbing brushes and rinsing spray. Stops machine and drags rug to drying room and hangs it on racks or poles with help of other workers. May clean rug by hand, pouring soap solution on surface and scrubbing brush over it.

**9133.60 Presser, Hand; Ironer, Hand** presses garments, textile furnishings and similar articles with heated hand-pressing-iron to remove wrinkles caused by washing, handling, etc. Spreads material on ironing board or table; moistens cotton material and presses flat with heated iron. Takes special care in pressing delicate articles such as silken, woollens, and similar other articles by spreading moist linen over them before pressing. Moves iron over material applying necessary heat and pressure to obtain desired effect and shape. May wash garment or other material by hand or dry-clean it. May moisten material or any part during pressing.

**9133.70 Dry Cleaner, Spot** identifies stains in wool, synthetic, and silk garments and household fabrics and applies chemical solutions to remove stains, determining

spotting through drycleaning procedures on basis of type of fabric and nature of stain: Spreads article on worktable and positions stain over vacuum head or on marble slab. Sprinkles chemical solvents over stain and pats area with brush or sponge until stain is removed. Applies chemicals to neutralize effect of solvents. Sprays steam, water, or air over spot to flush out chemicals and dry garment. Applies bleaching powder to spot and sprays with steam to remove stains from certain fabrics which do not respond to other cleaning solvents. May mix bleaching agent with hot water in vats and soak material until bleached. May operate drycleaning machine.

**9133.90 Launderers, Dry Cleaners and Pressers, Other** include all laundry and dry cleaning, service workers not elsewhere classified.

### 914 BUILDING CARETAKERS, WINDOW AND RELATE CLEANERS

Building Caretakers, Window and related cleaners take care of apartment houses, hotels, offices, holy places and other buildings and maintain them in a clean and orderly condition.

#### 9141 BUILDING CARETAKERS

Building Caretakers take care of apartment houses, hotels, offices, holy places and other buildings and maintain them in a clean and orderly condition.

**9141.10 Caretaker, Building** takes care of houses, offices, institutions, public and other buildings and maintains them in orderly and clean condition. Looks after buildings and furnishings of clubs, schools, offices, flats and private houses and arranges cleaning, repairs of building and its equipment. Keeps keys of vacant houses and flats and delivers possession to tenants or allottees. Attends to enquiries and complaints of tenants and provides services such as arrangement for additional lighting, heating or ventilating equipment and sanitary services and takes safety measures against fires, thefts in building by providing fire fighting equipment e.g. water buckets, sand, fire extinguishers and providing iron bars, at unsafe places. Keeps record of labour and material costs for maintenance of building,

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and reports to owner or agent. May maintain garden, lawns, and hedges of building. May rent out residential building. May collect fruits from the garden and rent and pay taxes.

**9141.20 Caretaker, Monument** looks after maintenance, cleanliness and safety of historical monuments and ancient structures of archaeological importance. Visits premises under charge at regular intervals and sees that monument is cleaned by subordinate staff, safety measures are carried out, visitors are allowed within prescribed time limits, and monument is not spoilt or damaged by them. Supervises work of subordinate staff such as Gardener, Chowkidar and sweepers (dry and wet) and reports to authorities of damage or loss to monument. May guide and explain background of monument to visitors. May arrange sale of tickets for entry into monument.

**9141.30 Caretaker Burial Places and Cremation Ground** looks after maintenance of grave-yard, crematorium or tower of silence and arranges requisite material and keeps record of dead bodies buried or disposed. Receives and records particulars of deceased, allocates or marks place for burial or cremation, arranges supply of necessary implements for digging of grave, firewood for cremation, and other assistance where required. Keeps premises clean and tidy and arranges removal of remains of cremated body not collected. May undertake responsibility for disposal of unclaimed bodies or of destitutes.

**9141.90 Building Caretakers, Other** include all other Building Caretakers engaged in taking care of public and private building, not elsewhere classified.

### **9142 VEHICLE, WINDOW AND RELATED CLEANERS**

Vehicle, window and related cleaners clean windows, showcases or other glass surfaces of buildings, or vehicles.

**9142.10 Cleaner, Window** cleans windows, glass partitions, mirrors, and other glass surfaces of building interior or exterior, using pail of soapy water or other cleaner,

sponge, and squeegee. Crawls through window from inside and hooks safety belt to brackets for support, sets and climbs ladder to reach second or third story, or uses swing stage, or other scaffolding lowered from roof to reach outside windows, or stands to reach first floor or inside windows.

**9142.90 Vehicle, Window and Related Cleaners, Other** include workers who clean windows, showcases or other glass surfaces of buildings or vehicles not elsewhere classified.

### **915 MESSENGERS, PORTERS, DOORKEEPERS AND RELATED WORKERS**

Messengers, porters, doorkeepers and related workers deliver messages or goods, carry luggage, attend parking places and watch private and public properties to prevent illegal entry, theft or fire, perform ushering duties, or collect vending machine money, or read electricity, gas or water meters.

### **9151 MESSENGERS, PACKAGE AND LUGGAGE PORTERS AND DELIVERERS**

Messengers, package and luggage porters and deliverers carry and deliver messages, packages and other items within an establishment or between establishments, to households and elsewhere, or carry luggage especially at hotels, stations and airports.

**9151.10 Telegraph Messenger** delivers telegrams to addressees in quickest possible way and gets signature, date and time of delivery recorded on prescribed form. Collects telegrams and delivery slip bearing serial numbers of telegrams from telegraph office. Tallies number of each telegram with number in delivery slip to ensure correct delivery. Takes shortest route, generally riding auto or bicycle, for expeditious delivery of telegrams to addressees, their Authorised agents or nearest relatives. Obtains signature of recipient with date and time on delivery slip as acknowledgement of receipt. Hands over delivery slip and undelivered telegrams, if any, to office concerned. May also work as Despatch Rider.

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**9151.20 Messenger; Dak Peon** takes letters, files, etc. from office, industrial establishments, institutions or individuals for delivery to local addressees and obtains receipt of delivery. Collects daily dak, files, etc., from establishment, institution, office etc., where employed, tallies them with entries made in peon book, puts them in dak bag for security and walks or cycles to respective addressees to deliver them. Distributes letters, dockets, files, etc. to addressees or officials marked and obtains acknowledgement in slip or on peon book. Weighs letters, documents, files etc. for affixing appropriate stamps for despatch by post. Receives dak from Despatch clerk and posts ordinary letters in letter box. Hands over registered covers to Postal Clerk and obtains receipt of posting with date and time. May perform other unskilled office routine work. May work as Despatch Rider. May prepare empty envelopes and paste economy slips on them.

**9151.30 Caddie** carries bags of golf equipment around golf course, delivering clubs to players as requested. Keeps different types of golf clubs in leather bag; places golf ball over the small mound (on which golf-ball is placed for first stroke by player) and advises players, on request, in selection of proper club for particular stroke and /or on peculiarities of course; follows golf-ball after hit along with player and locates it, supplies required type of golf club for further stroke; collects golf clubs from player at close of play, cleans them and keeps kit in good condition. May inform player about type, condition and location of hole; may assist golf-professional (marker) in up-keep of golf course.

**9151.40 Bellhop (Hotel & Restaurants)** performs any combination of following duties to serve hotel guests: Escorts incoming hotel guests to rooms, assists with hand luggage, and offers information pertaining to available services and facilities of hotel, points of interest, and entertainment attractions. Inspects guest's room to ensure furnishings are in order and supplies are adequate. Explains features of room, such as operation of radio, television, and night-lock, and how to place telephone calls. Pages guests in lobby, dining room, or other parts of hotel. Delivers messages and runs errands.

Delivers room service orders. Picks up articles for laundry and valet service. Calls taxi for guests. Transports guests about premises or local areas in car or motorized cart. Keeps record of calls for service. Delivers packages, suitcases, and trunks, and sets up sample rooms.

**9151.50 Porter, Baggage (Hotel & Restaurant)** delivers luggage to and from hotel rooms, sets up sample rooms for sales personnel and performs related services as requested by guest. Transfers trunks, packages, and other baggage to room or loading area, using hand pulled trolley. Arranges for outgoing freight, express or mail shipments, computes charges, tags article, and records information, such as addressee, addressor, carrier, and charges, on specified forms. Sets up display tables, racks, or shelves and assists sales personnel in unpacking and arranging merchandise display. May supply guests with travel information, such as transportation rates, routes, and schedules.

**9151.60 Letter Box Peon** collects letters from letter boxes installed within his areas at scheduled hours and delivers them to post office. Follows planned route to clear letter boxes in his beat at fixed hours. Unlocks letter box and collects mail into mail bag. Removes plate indicating hour of clearance and replaces it with new plate indicating next clearance hour. Locks letter box and ensures proper fixation of hour plate and lock. Clears all letter boxes and delivers bags containing mail to post office. May sort incoming and outgoing mail at post office. May stamp letters and covers, seal bags and load or unload them in mail van.

**9151.65 Mail Carrier** transports mail bags in van or cart to and from different post offices and railway station in his area. Collects mail bags from head post office or railway station. Counts and acknowledges their receipt. Loads mail bags in proper order in mail van or cart. Accompanies mail bags in van or cart for security, delivers them at railway station or post office and obtains receipt of delivery. Collects outgoing and local mail bags from post office, counts them and acknowledges their receipt. Delivers them at head post office against receipt. May assist in stamping, sorting and

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distributing letters. May carry mail bags manually. May work as Letter Box Peon.

**9151.70 Runner, Mail** collects and delivers letters and other postal articles from and to different village post offices and postal agencies. Collects mail bags from head post office, counts them and acknowledges their receipt. Carries and delivers them to specified post offices or places and obtains delivery receipts. Collects outgoing mail bags, counts and acknowledges their receipt and delivers them at main post office against acknowledgment. May work as Sorter and Mail Carrier. May carry with him spear-head stick fitted with small bells to ward off wild animals.

**9151.75 Sorter, Mail** sorts out incoming or outgoing mail, such as letters, parcels, registered articles, etc., for delivery to addressees or despatch to appropriate post offices. Collects mail to be sorted and reads addresses for sorting. Sorts mail, beat or area wise, according to addresses, in different bins or postal bags for distribution to Postmen for local delivery or despatch to appropriate post offices through Railway or Air Mail service. May work in post office or R.M.S. van and ensure despatch of mail bags to correct destination.

**9151.78 Sorter, Telegrams** sorts and arranges copies of telegraph messages received and transmitted at telegraph office and maintains their record. Collects copies of telegraphic messages transmitted and received for delivery from Telegraphists. Sorts and arranges copies of telegrams by categories e.g. received, transmitted, press, whether, air, land and foreign etc. and files them separately, noting their serial number and labelling, and ties them into separate bundles for safe custody.

**9151.80 Gummer, Teleprinting** pastes telegraphic messages received and typed on teleprinter or teletyped machine on telegraph form for delivery to addressee. Tears off telegraph messages tapes from Teleprinting machine. Checks message for completeness of details such as time and place of despatch, time or receipt names of sender, etc. Applies gum or glue or tape using small hand brush and stacks gummed pieces in appropriate columns of blank telegraph form. Ensures

that pieces are pasted correctly according to message. May remove damaged or spoiled tape for replacement by typed ones.

**9151.90 Messengers, Package and Luggage Porters and Deliverers, Other** include workers who carry and deliver messages, packages and other items within an establishment or between establishments, to households and elsewhere, or carry luggage especially at hotels, stations and airports not elsewhere classified.

### 9152 DOOR KEEPERS, WATCHPERSONS AND RELATED WORKERS

Door keepers, watchpersons and related workers undertake door keeping duties in apartment houses and other buildings, attend parking places, watch houses and other properties to prevent illegal entry or theft and detect fire or other hazards, collect tickets, or perform ushering duties.

**9152.10 Hotel Concierge; Baggage Porter, Hotel** delivers baggage to and from hotel rooms, sets up sample room for Salesmen and performs related services as requested by guests or directed by authorities. Transfers trunks, packages and other baggage to room or loading area manually or using hand truck. Arranges for outgoing freight, express or mail shipment, compute charges, tags articles, and records information such as addressee, addresser, carrier and charges on specified forms. (Sets up display tables, racks or shelves and assists Salesmen in unpacking and arranging merchandise display.) May supply guests with travel information such as transportation rates, routes, and schedules. May escort incoming guests to rooms.

**9152.20 Watchman; Chowkidar** guards buildings, premises, industrial plants, warehouses, railway goods-sheds and yards etc. against fire, theft, illegal entry and other such contingencies. Receives instructions about his duty, patrols around buildings and premises frequently, examining doors, windows and gates and ensures that they are properly secured and have not been tampered with. Watches for fire hazards, broken water pipes, presence of unauthorized persons. Reports irregularities or anything, found



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tampered to authorities. Informs police, fire brigade in emergency. May use tell-tale watches to record inspection rounds at specified time. May attend to telephone calls, cleaning of floors, furniture and switching off lights and fans when not in use.

**9152.30 Gateman; Darban; Security Guard** checks entrance and exit of unauthorized persons and goods to and from residential and commercial buildings, industrial premises etc. Attends entrance or exit of premises at specified hours. Checks gate passes, where provided, for authorized entry or exit of persons and goods to and from premises. Ascertains purpose of visit from outside caller and guides bonafide visitor to appropriate persons or place or directs visitor to enquiry or other proper authority for grant of pass or permission where entry without pass is restricted. Searches persons, vehicles and checks goods at exit for contraband articles, where required. Collects passes or tokens issued to visitor and forwards them to concerned authority at end of his duty. Reports unauthorized entry and suspicious occurrences to superior officers. May detain unauthorized persons and inform his superior or police. May maintain visitors book at entrance and allow visitors to enter premises after recording relevant particulars.

**9152.40 Usher** guides patrons to their seats in cinema halls, theatres and other places of entertainment. Examines uncollected portions of tickets, held by patrons, at entrance or inside auditorium or enclosure of show, play, game or any other entertainment to find out allotted numbers of seats reserved; escorts patrons to their appropriate seats ; guides patrons whose seats are not reserved to available unreserved seats; distributes programme or other publicity material and answers queries of patrons regarding location of bars, restaurants, public conveniences, telephone etc.; assists patrons in searching lost articles; delivers left behind articles to manager for return to owners; examines collected portions of tickets at gate, arranges and renders account to manager; assists in displaying publicity posters, hoardings, or notices in or outside place of entertainment. May do odd jobs for

superiors e.g. getting hand-bills printed, checking of tickets, etc.

**9152.90 Door Keepers, Watchpersons and Related Workers, Other** include workers who undertake door keeping duties in apartment houses and other buildings, attend parking places, watch houses and other properties to prevent illegal entry or theft and detect fire or other hazards, collect tickets, or perform ushering duties not elsewhere classified.

### 9153 VENDING MACHINE MONEY COLLECTORS, METER READERS AND RELATED WORKERS

Vending machine money collectors, meter readers and related workers stock vending machines and collect money from them or from parking meters and other coin-boxes, or read electricity, gas or water meters.

**9153.10 Vending Machine Attendant** stocks machines and assists customers in facility where food is dispensed from coin-operated machines: Places food or drink items on shelves of vending machines and changes shelf labels as required to indicate selections. Makes change for customers and answers questions regarding selections. Adjusts temperature gauges to maintain food items at specified temperatures. Performs minor repairs or adjustments on machines to correct jams or similar malfunctions, using handtools. Prepares requisitions for food and drink supplies. Cleans interior and exterior of machines, using damp cloth. Maintains eating area in orderly condition. May sell precooked foods from hot table. May remove money from vending machines and keep records of receipts.

**9153.15 Coin Collector** drives vehicle over established route to collect money from and refill coin-operated amusement-game machines and vending machines that dispense merchandise, such as coffee, food, beverages, candy and condoms: Loads transport vehicle with supplies according to instructions. Drives vehicle to establishment, collects coins, refills machine, cleans inside of machines that dispense food or beverages, and records amount of money collected. Turns in money to cashiering department at completion of route and unloads truck.

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Reports malfunctioning machines to maintenance department for repair. May perform minor repairs or adjustments on machines, using handtools, to correct malfunctions. May promote installation of new or additional coin-operated machines at locations of customers or potential customers.

**9153.20 Meter Reader** reads electric, gas or water consumption meters and records volume used by residential and commercial consumers: Walks or drives truck over established route and takes readings of meter dials. Inspects meters and connections for defects, damage, and unauthorised connections. Indicates irregularities on forms for necessary action by servicing department. Verifies readings to locate abnormal consumption and records reasons for fluctuations. Turns service off for nonpayment of charges in vacant premises, or on for new occupants. Collects bills in arrears. Returns route book to commercial office for billing purposes.

**9153.90 Vending Machine Money Collectors, Meter Readers and Related Workers, Other** include workers who stock vending machines and collect money from them or from parking meters and other coin-boxes, or read electricity, gas or water meters not elsewhere classified.

### 916 GARBAGE COLLECTORS AND RELATED LABOURERS

Garbage collectors and related labourers collect garbage from buildings, yards, streets and other public places, or keep streets and other public places clean, or perform odd jobs for private households or establishments.

#### 9161 GARBAGE COLLECTORS

Garbage collectors collect and remove garbage from buildings, yards, streets and other public places.

**9161.10 Garbage Collector (Motor Transport)** collects garbage or refuse by manual scoop or mechanised scoop. Loads garbage on the truck and transports on designated route within municipality area to dumpyard. Dumps garbage/refuse manually

or through dumper truck in the dump yard. May ignite fire, spray pesticides or chemical solutions on the garbage to prevent bad odours.

**9161.90 Garbage Collectors, Other** include workers who collect and remove garbage from buildings, yards, streets and other public places not elsewhere classified.

### 9162 SWEEPERS AND RELATED LABOURERS

Sweepers and related labourers sweep and clean streets, parks, airports, stations and other public places or perform odd jobs.

**9162.10 Sweeper, Dry** cleans, sweeps and scrubs buildings, streets, parks, etc. and removes garbage. Sweeps with broom or brush floors of buildings, roads, parks, etc. Removes dust and garbage in basket to dustbin. Scrubs floor with cloth, wet in phenyl and water to remove fine dust. May clean carpets and rugs with brush and dust furniture and fixtures. May prepare his own broom. May dump garbage in cart and carry garbage in hand cart or in animal driven cart to dumping ground.

**9162.20 Sweeper, Wet; Scavenger** cleans and washes bathrooms, lavatories drains etc. and removes night-soil. Sweeps and washes floor of bath-rooms, lavatories and operation theatre rooms in hospital and removes garbage and other material in closed buckets to dustbin. Scrubs floor with cloth, wet in phenyl and water. Removes night soil using spade and broom and carries it to dumping ground in hand-cart.

**9162.30 Sweeper Sewer; Sewer Cleaner** cleans blocked underground drains and sewage system by various cleaning instruments. Removes iron-cover from manhole and descends in manhole with drainage equipment. Collects debris and refuse in bucket using spade and hands over bucket to helper outside manhole. Uses bamboo or iron rod to clean sewer by pushing it in and out and repeats process till sewer is cleaned. May remove debris and refuse in garbage carts to dumping ground. May flush sewer with hose connected with underground hydrant.

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**9162.40 Water Carrier; Bhishti** draws water from wells, rivers ponds etc. for drinking, washing, cleaning and other purposes in house, building or institution. Collects water in big leather bags, buckets or other containers from taps, ponds or well and carries leather bag or containers filled with water and delivers at houses of clients for drinking, cleaning of drains, storage in tanks. Supplies water to work sites. May work whole-time or part-time in private houses for supplying drinking water.

**9162.90 Sweepers and Related Labourers, Other** include all other workers engaged in sweeping, cleaning, and related work, not elsewhere classified.

### 92 AGRICULTURAL, FISHERY AND RELATED LABOURERS

Agricultural, fishery and related labourers mainly perform simple and routine farming, forestry, fishing, hunting, or trapping tasks, requiring the use of simple hand held tools and very often-considerable physical effort.

### 920 AGRICULTURAL, FISHERY, AND RELATED LABOURERS

Agricultural, fishery and related labourers mainly perform simple and routine farming, forestry, fishing, hunting, or trapping tasks, requiring the use of simple hand held tools and very often-considerable physical effort.

### 9201 FARM HANDS AND LABOURERS

Farm hands and labourers help with farm work by performing a variety of simple farming tasks.

**9201.10 Ploughman** ploughs fields to prepare soil for growing crops and feeds bullocks at scheduled hour. Collects plough and bullocks in morning and checks fittings, boltings, condition of plough, etc. Harnesses bullocks to plough and ploughs field using different types of plough according to necessity. Collects, mixes and prepares feed for bullocks and feeds them at prescribed time. May repair or change shear of plough as and when required.

**9201.20 Labourer, Agricultural** performs variety of tasks, mostly manual, connected

with farm cultivation on remuneration. Settles wages and working hours. Receives allotment of work from Fieldman and collects seeds, equipment, etc. Attends to tasks in field in connection with planting, preparation of soil, sowing, weeding, hoeing, pruning, harvesting, plucking fruits or flowers, threshing, drying, winnowing, bagging, storing, etc. Consults Fieldman in different assignments as and when necessary. Hands over equipments at close of day.

**9201.30 Picker (Tobacco)** removes stems, offcolor tobacco, and foreign material, such as strings, dirt, and paper from tobacco as it moves along conveyor to ensure clean and uniform product. May drop pickings into bags attached to conveyor frame, according to whether pickings are dark tobacco, green tobacco, tobacco with stems, or foreign material.

**9201.90 Farm Hands and Labourers, Other** include workers who help with farm work by performing a variety of simple farming tasks not elsewhere classified.

### 9202 FORESTRY LABOURERS

Forestry labourers help with work in natural forests or in forestry plantations by performing a variety of simple forestry tasks.

**9202.10 Labourer, Plantation** performs various low skilled tasks in connection with preparing land, planting, weeding, spraying of insecticide, picking tea leaves, plucking coffee seeds, etc. and may be designated according to nature of work performed such as:

**Nursery worker** prepares beds in prescribed manner and germinates tea seeds, rubber seeds etc. Prunes such as sowing, shootings, weeds out wild growth and performs related tasks.

**Planting worker** prepares land for cultivating tea plants, digs holes for planting germinated seeds and plants shade trees to protect tea and coffee plants from heat.

**Weeding worker** weeds out wild growth around tea, rubber and coffee plants using spade, sickle, knife, etc.

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**Spraying worker** mixes pesticides such as cuprosona, fungi copper, and D.D.T. with water and sprays it on plants, using spraying machine.

**Picker; plucker (Coffee, Tea)** picks ripe coffee berries or tea leaves from plants by hand, cuts off protruding branches of bush using tipping knife and performs variety of low skilled tasks on tea or coffee estates.

**9202.90 Plantation Labourers and Related Workers, other** include all those plantation labourers and related workers not elsewhere classified.

### 9203 FISHERY, HUNTING AND TRAPPING LABOURERS

Fishery, hunting and trapping labourers, by performing a variety of simple tasks, help with work connected with fish and seafood cultivation, or with hunting and trapping.

**9203.90 Tappers, other** make cut in trunk of trees using special knives for collecting saps or juices and include tappers not elsewhere classified such as those tapping trees for resins, gums, etc.

### 93 LABOURERS IN MINING, CONSTRUCTION, MANUFACTURING AND TRANSPORT

Labourers in mining, construction, manufacturing and transport mainly perform simple and routine tasks in connection with mining, construction, manufacturing and transport, requiring the use of simple hand held tools and very often considerable physical effort.

### 931 MINING AND CONSTRUCTION LABOURERS

Mining and construction labourers perform simple and routine tasks connected with mining or construction, requiring the use of simple hand held tools and very often considerable effort.

### 9311 MINING AND QUARRYING LABOURERS

Mining and quarrying labourers perform simple and routine tasks in connection with mining or quarrying.

**9311.10 Miners, Quarrymen and Related Workers** works in mining, quarrying, well drilling and other related activities. Dig, drill, excavate, load ore, coal or rocks in to cars. Perform work requiring simple and routine tasks connected with mining and quarrying.

**9311.20 Digger** works in underground or surface mine, pit, or quarry, or at tippel, mill, or preparation plant, performing any combination of following tasks: Cleans working areas and haulage tracks; digs and maintains drainage ditches; or shovels muck, ore, coal, or rock aside, into cars, or onto conveyors. Pushes loaded mine cars from working face to haulage road and couples cars together for transportation to surface. Positions and adjusts bits on drill shaft and places cables, jacks, roof bolts, and related equipment in specified locations. Trims protrusions from walls and roofs of underground passageways and rooms. Strips (cleans) residue of rock and dirt from exposed coal, ore, or rock formations. Loads, separates, or sorts materials at working face, using shovel or wheelbarrow. Throws calcium or salt around interiors of railroad cars to prevent coal or ore from freezing to cars during winter.

**9311.90 Mining and Quarrying Labourers, other** include workers who perform simple and routine tasks in connection with mining or quarrying not elsewhere classified.

### 9312 CONSTRUCTION AND MAINTENANCE LABOURERS: ROADS, DAMS AND SIMILAR CONSTRUCTIONS

Construction and maintenance labourers perform simple and routine tasks in connection with the building and maintenance of roads, dams and similar constructions.

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**9312.10 Labourer** performs simple manual tasks of routine nature requiring physical strength, and are engaged in lifting and carrying loads, civil construction works, cleaning and sweeping machine rooms, sprinkling water on khas tattis, etc. and include those not elsewhere classified:-

**Labourers, Construction and Maintenance work**

**Labourers, Road Construction and Maintenance**

**Labourers, Telephone, Telegraph lines and Cables**

**Waterman, Khas Tatti.**

**Mazdoor, Textile**

### **9312.20 Track Repairer (Rail Transport)**

installs and repairs railroad track on specified territory of railroad, using portable grinder, spike puller, spike driver, and tie adz, to grind ends of rails, remove old spikes, drive new spikes, cut ties to fit fishplates, and perform related maintenance, working as member of crew: Operates single- or multiple-head spike puller to pull old spikes from tie. Raises rail, using hydraulic jack, to facilitate removal of old tie and installation of new tie. Operates tie-adding machine to cut portion of tie so that tie plate can be inserted to hold rail. Drills holes through rails, tie plates, and fishplates for insertion of bolts and spike, using power drill. Operates single- or multiple-head spike driving machine to drive spike into tie and secure rail. Operates track-wrench machine to tighten or loosen bolts at joints that hold ends of rails together. Operates rail saw to cut rails to specified lengths. Operates portable grinder to grind worn ends of rails. Sprays ties, fishplates, and joints with oil to protect them from weather. May paint railroad signs, such as speed limits and gate-crossing warnings. May oversee workers and act as section leader.

### **9312.90 Construction and Maintenance Labourers, Other**

include workers who perform simple and routine tasks in connection with the building and maintenance of roads, dams and similar constructions not elsewhere classified.

## **9313 BUILDING CONSTRUCTION LABOURERS**

Building construction labourers perform simple and routine tasks in connection with various aspects of building construction work.

**9313.10 Well Digger Helper** assists Well Digger in digging well by hauling and emptying excavated material and performing other miscellaneous tasks. Carries bricks, lays them in order and soaks them with water before use. Digs well by spade and bails out mud in basket. Lays tripod structure and prepares mortar as directed. Assists in setting earthen or cement rings in creating pressure and lowering outer constructed wall into dug space of well. Keeps bullocks on move to pull mud, bucket out of well through string and attends to other tasks as directed.

**9313.90 Building Construction Labourers, other** include those who perform simple and routine tasks in connection with various aspects of building construction work not elsewhere classified.

## **932 MANUFACTURING LABOURERS**

Manufacturing labourers perform simple and routine tasks connected with manufacturing which require the use of simple hand held tools and very often considerable physical effort, or they undertake product-sorting and simple hand assembling of components.

### **9321 ASSEMBLING LABOURERS**

Assembling labourers undertake product-sorting or simple hand-assembling of components.

### **9322 HAND PACKERS AND OTHER MANUFACTURING LABOURERS**

Hand packers and other manufacturing labourers pack materials or products by hand and perform a variety of simple routine tasks connected with manufacturing.

**9322.10 Packer, Hand; Carton Filler; Boxer; Case Packer** packs material and products by hand in bags, barrels, baskets, boxes, cartons, and crates for purpose of

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storage or transport performing any combination of following duties. Examines product for brittleness, fragility, moisture and other characteristics. Collects packaging containers and cleans them. Lines and pads crates. Assembles cartons from flattened state. Wraps protective material around product. Weighs containers and adjusts quantity. Places or pours product into containers or fills containers from spout or chute. Inserts excelsior, shredded paper, wood wool or paper trays on top of product. Sews bag, fits lids on container, nails, wires or otherwise closes containers. Stamps grade, brand, and date of packing on containers. Visually inspects materials, products and containers at each step of packaging process. May be designated according to whether high production or small lot packaging as **PACKAGING-LINE ATTENDANT, FANCY PACKER** or according to goods packed, machines handled or industry in which employed such as **PACKER BAGS; PACKER BIDI; PACKER, BISCUITS; PACKER, CHEMICAL PRODUCTS; PACKER, CIGAR; PACKER, GRAIN; PACKER, MATCH BOXES; BOTTLING MACHINE OPERATOR; SEALING MACHINE OPERATOR, BALE PRESSER.**

**9322.20 Labeller** affixes labels indicating information such as size, colour grade or process code, on merchandise, material, products, containers or bottles by hand or machine. Collects appropriate labels markings, descriptions or designs to be affixed on container. Lines articles and containers to be labelled. Inspects items and affixes or pastes labels at appropriate places using hand. May use labelling machine. May be designated according to product, material or container labelled as **LABELLER, CIGAR; LABELLER, BOTTLES; LABELLER, CARRIAGE; LABELLER, LUGGAGE; LABELLER, WAGON.**

**9322.30 Stenciler** marks size, lot number, contents, or other identifying information or symbols on containers or directly on article by placing stencil on container or article and rubbing ink or paint brush across open lettering, or by spraying paint on it. Lines and inspects containers or articles to be

stencilled. Selects appropriate stencil and places stencil on container, package or box rubs ink using hand brush or sprays paint across cut-out letterings or design. May mix paints or lacquers. May be designated according to type of container stencilled as **CARTON STENCILLER; DRUM STENCILLER; SACK STENCILLER.**

**9322.40 Stamper, Hand** impresses stamp on bales, bags, boxes or other containers to indicate nature of contents. Collects appropriate stamp-impression. Lines and inspects article; places stamp on ink or paint pad and presses stamp on article to leave mark or impression. May use stamping machine.

**9322.50 Khatedar, Salt Production; Field Assistant** Controls raking operation in set of salt pans (called Khata) and ensures collection and stacking of salt. Patrols salt-bed reservoirs to check raking of scum off surface of brine. Directs Salt Pan/Reclamation Workers in removing of dirt, trash and other refuse from salt-beds and in scooping out of precipitated salt for bagging. May supervise work of bagging and transporting of salt bags to warehouse.

**9322.55 Mukadam, Salt Production** directs preparation of beds for collection of sea-water for salt production. Visits site and marks area for salt-beds. Directs assistants in levelling of ground, raising or repairing of bunds and cutting of trenches to let water into bed; cleans rock, clay and other refuse from bed surface. Lets in sea water to fill reservoir to determined level and allows it to evaporate through solar heat. May supervise raking of salt crystals and other operations after salt crystals are formed.

**9322.60 Salt Reclamation Workers; Salt Pan Worker, Agaria; Kharwa** performs variety of manual tasks in production of salt. Digs and levels ground; raises bund around marked area to form beds of desired sizes; repairs bunds, ridges, crystallizers, plat forms, sifting ground, storage ground etc. Regulates and controls brine-feed into crystallizers; ensures formation of proper size of crystals by solar evaporation; removes rock and other refuse from beds; fills bed with sea-water; plugs breaches or

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holes in bund to prevent leakage of water. Rakes surface of salt-layers and scrapes and collects salt at ridges when ready; lifts salt to drying and sifting ground, and thence to storage grounds. Builds heaps of uniform size of specified dimensions and shape and covers them with grass leaves, etc. from protection against dust, rain, etc. May bag salt or transport salt bags to warehouse.

**9322.70 Checker** verifies quantity, quality, condition, value and type of material, product, purchased, sold or produced against records, reports or specifications. Examines articles for defects in making or flows in material and returns defective work for correction or as rejects; checks packages, bottles etc., for proper markings and labels according to instructions; checks and examines incoming and outgoing goods and materials against lists and delivery notes for quality, quantity or number and reports or records defects or deficiencies. May sort data or items into predetermined sequence, groups, quantity. May record items verified. May be designated according to material handled, industry in which employed or type of establishment worked as **CURRENCY CHECKER; CARGO CHECKER; WAREHOUSE CHECKER; CHECKER, POTTERYWARE; CHECKER, GARMENTS.**

**9322.72 Tester** makes routine examination of material, goods and products for quality, shape, size or functioning, visually or by means of measuring aids or by simple operation with testing apparatus. Examines articles, products visually or by means of simple instruments or devices for defects and records reports or marks findings. Tests pipe connections and fittings for strength, gas and water tightness with pressure gauze or compressed air. Examines pottery wares for shape, size, functioning etc., by means of rule, gauzes, or instruments or by simple operation with testing apparatus; compares test results with specifications, reports and records defects to improve and control quality of products. May be designated according article, material or product tested as Tester, Gas Fittings; Tester, Pottery, Warehouse; Tester, Rubber Goods.

**9322.74 Sorter** sorts material and products for quality, condition, grade, size or colour

according to specification or standard by visual examination, measuring or simple mechanical aids. Picks up material or products by hand and examines them by sight and touch for defects such as discolourment, quality, cracks and sorts them according to class, grades, sizes, quality, colour and other characteristics. Discards inferior or defective items and foreign matter. Mats, counts, tags, bunches or places together lots of identical or similar products in racks, packing boxes, containers, baskets, crates for storages, shipment or other processes. Records numbers, sizes, quantities of sorted materials and products for identification. May affix identifying information on sorted material and products. May be designated according to product sorted as **WOOL SORTER, HAIR SORTER, BRICK SORTER; ROOFING-TILE SORTER, SEWER PIPE SORTER,** or according to work performed **APPLE SORTER, POTATO GRADER; COCOON SORTER etc.**

**9322.76 Weigher; Scaleman** weighs materials and products to determine conformance to weight specifications for use in production processes or for purpose of trade and commerce using balance, platform or floor scales. Checks and adjusts scale for correct balance; places material on scale and adds or removes portions to obtain specified weight; weighs product to ascertain standard or measures out specified quantities for production processes or for commerce and trade. May record amount of weight or note weights on material or ticket. May perform, mixing and blending of ingredients. May be designated according to material and product weighed as **COAL WEIGHER; COMMERCIAL GOODS WEIGHER; GRAIN WEIGHER; PARCEL WEIGHER; DYESTUFF WEIGHER; INGOT WEIGHER** (Iron and steel) or scale used as **BALANCE-TANK OPERATOR** (Ore Dressing, Smelt and refining) or purpose of weighing as **CHARGE WEIGHER** (Ore Dress; smelt and refining).

**9322.80 Counter** counts number of units of raw materials, products or other articles received, transferred or produced. Observes and counts material using fingers to verify receipt or dispatch of items on requisition or

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invoice or make into unit of specified quantity and number. May mark identifying codes, figures or letters on articles. May weigh item. May pack produce. May record number and kind of defects on unsatisfactory units for quality control purposes. May issue receipts. May be designated according to item counted **BIDI COUNTER, POST CARD COUNTER, CURRENCY COUNTER, COUNTER, PAPER SHEETS.**

**9322.85 Container Washer, Machine** tends machine that cleans and sterilizes containers, such as barrels, fruit juice bottles, milk cans, and baking pans: Moves controls to fill washing and sterilizing tanks with water and steam, and to regulate temperature in cleaning tank. Dumps specified amounts of chemicals into cleaning tank. Loads containers on conveyor that carries containers through cleaning and sterilizing operations. Examines containers for cleanliness and defects, such as dents and cracks. Cleans and lubricates equipment. May manually clean containers prior to machine cleaning, using sponge or brush.

**9322.90 Hand Packers and Other Manufacturing Labourers, Other** include workers who pack materials or products by hand and perform a variety of simple routine tasks connected with manufacturing not elsewhere classified.

### 933 TRANSPORT LABOURERS AND FREIGHT HANDLERS

Transport labourers and freight handlers propel cycles and similar vehicles, drive animal drawn vehicles, farm or other machinery, and carry out freight handling by hand.

### 9331 HAND OR PEDAL VEHICLE DRIVERS

Hand or pedal vehicle drivers propel cycles and similar vehicles to transport passengers or goods.

**9331.10 Driver, Cycle Rickshaw** drives cycle rickshaw on hire or as paid employee to transport passengers from one place to another, observing road signals and traffic rules. Drives passengers to destination and

helps in loading and unloading luggage. Cleans and oils rickshaw and attends to minor repairs. Settles and collects fair if plying on hire.

**9331.20 Rickshaw Puller** pulls hand rickshaws on hire or as paid employee to transport one or two passengers from one place to another in urban areas, or on hills assisted by one or more pullers. Observes road signals and traffic rules. Drives passengers to destination and helps in loading and unloading luggage. Cleans and oils rickshaw. Settles and collects fair if plying on hire.

**9331.30 Hand Cartman** pulls or pushes hand cart to transport light goods and materials from one place to another. Loads and unloads goods. May also stack material, make deliveries, collect payments and obtain and issue receipts.

**9331.40 Traffic Hand, Gliding** performs miscellaneous manual tasks in connection with flight of glider at glider station. Pushes glider from hanger to landing or launching spot. Picks it using pegs or pointed stacks and attaches end of wire-rope (which is spread on ground and other end of which is attached to winch- engine) to glider. Removes picketing aids from ground when **Pilot, Glider** is seated and informs **Signalman** to signal **Winch-engine Operator** to operate machine when **Pilot, Glider** is ready. Pushes glider after landing, to launching spot. May signal **Winch-engine Operator**, attach glider with aeroplane and clean glider or runway.

**9331.50 Palanquin Bearer; Doli Bearer; Dandi Bearer** carries on shoulders, palanquin, doli or dandi, together with other bearers, for transporting one or more persons from one place to another, in plains or on hills. Checks strength of palanquin before use to withstand weight of person or persons to be transported; determines and arranges number of bearers required to carry loaded palanquin on shoulders to specified distances; uses "Baisaki" (wooden club fitted with curved piece of wood at top end, specially designed for resting palanquin) to facilitate replacement of tired bearers or change of shoulders or to give them rest in course of journey. May tie bed of sick person



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with bamboo or wooden beam using ropes and carry sick or disabled persons to hospital or other places in emergency.

**9331.60 Transport Equipment Operators and Drivers, other** include all other workers engaged in driving and operating transport equipment, not elsewhere classified.

**9331.70 Transport Service Operator** performs variety of routine and low skilled tasks in operating transport services such as examining bogie wheels and axle boxes, lighting signal lamps before sunset, washing and cleaning coaches at stations, closing and operating railway gates, waking up Train Guards and Engine Drivers at night for duty, fixing gangway for aircraft passengers setting control pole of trams with overhead electric line etc., and are designated according to nature of work performed such as **WHEEL MAN; CALL BOY (RAILWAY); LAMP MAN (RAILWAY); CARRIAGE CLEANER; GATE MAN (RAILWAY); POLEMAN TRAM**, etc.

**9331.90 Hand or Pedal Vehicle Drivers, Other** include workers who propel cycles and similar vehicles to transport passengers or goods not elsewhere classified.

### 9332 DRIVERS OF ANIMAL DRAWN VEHICLES AND MACHINERY

Drivers of animal drawn vehicles and machinery drive animal drawn vehicles to transport passengers or goods, as well as animal drawn machinery usually in connection with farming.

**9332.10 Horse Carriage Driver** drives two to four wheeled carriage pulled by one or more horses to transport passengers from one place to another, on hire or as paid employee. Harnesses and hitches horses to carriage. Drives carriage observing road signals and traffic rules. Loads and unloads baggage. Settles and collects fare from passengers when plying on hire. May be known as **TONGA, EKKA, PHAETON, TAMTAM, BUGGY, OR VICTORIA DRIVER**. May groom and feed horses and clean carriage and stable in absence of Stableman.

**9332.20 Cart Driver** drives cart drawn by one or two animals, on hire or as paid employee, to transport men and material from one place to another. Loads and unloads cart. Feeds animals and cleans stables. Settles and collects fares when plying on hire. May stack material, make deliveries, collect payments and obtain and issue receipts.

**9332.30 Mahout** rides and leads elephant to transport men and material from one place to another. May also train elephant for ceremonial occasions, processions and for specific work, e.g., log felling, lifting, stacking etc. May groom and feed elephant.

**9332.40 Pack Animal Driver** drives animal laden with goods and material to be transported from one place to another. Loads and unloads animals. Drives them walking or riding. Feeds animals and cleans stables.

**9332.50 Supervisors, Animal Drawn and Manually Operated Transport Equipment, Other** include all other workers engaged in supervising, hiring and plying of horse carriages, carts, rickshaws, dolies and other animal drawn and manually operated vehicles and transport equipment, not elsewhere classified.

**9332.90 DRIVER OF ANIMAL AND ANIMAL DRAWN VEHICLES, OTHER** include all other workers engaged in driving other type of animals and animal drawn vehicles, not elsewhere classified.

### 9333 FREIGHT HANDLERS

Freight handlers carry out tasks such as packing, carrying, loading and unloading furniture and other household items, or loading and unloading ship and aircraft cargoes and other freight, or carrying and stacking goods in various warehouses.

**9333.10 Loaders and Unloaders** load and unload cargo and freight in ships, railway wagons, boats, aircraft, motor transport, conveyers, cranes and other animal or hand drawn vehicles, performing such operation as shifting, stacking, counting loads or bundles, and may be designated according to

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type of freight handled or nature of transport  
in which engaged such as:-

**LOADER AIRCRAFT;**  
**LOADER FRAGILE AND EXPLOSIVE**  
**MATERIALS.**  
**LOADER, BULK MATERIALS.**  
**LOADER, HEAVY MACHINERY.**  
**LOADER, RAILWAY WAGONS.**  
**LOADER, SHIP.**  
**LOADER, INLAND WATERCRAFT.**  
**LOADER, ROAD TRANSPORT.**  
**LOADER, ANIMAL OR HAND DRAWN**  
**VEHICLES, etc.**

**9333.90 Freight Handlers,Other** include all other freight handlers who carry out tasks such as packing, carrying, loading and unloading furniture and other household items, or loading and unloading ship and aircraft cargoes and other freight, or carrying and stacking goods in various warehouses not elsewhere classified.

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