

No.A.35016/4/93/DPAR/CCUI
GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL WING)

Puducherry, dt.

- 8 MAY 2020

CIRCULAR

Sub: Public Services – Filling up of one post of **Lower Division Clerk** on deputation basis in Yanam Planning Authority, Yanam – Reg.

Ref: Letter No. 434/YPA/LDC/2019-20/136 dated 19/03/2020 of the Member Secretary, Yanam Planning Authority, Yanam.

The Member Secretary, Yanam Planning Authority, Yanam requires the services of **one** Lower Division Clerk to work as Lower Division Clerk in Yanam Planning Authority, Yanam on deputation basis in Level 2 of the pay matrix (pre-revised pay band of Rs. 5200-20200 with Grade Pay 1900/-), for a period of one year.

2. The Heads of Department / Offices concerned are therefore requested that this may widely be circulated among the LDCs. Applications as per the proforma enclosed to be obtained from willing LDCs and forwarded to this department on or before **05/06/2020**.
3. The candidature of the applicant will not be allowed to be withdrawn once selection is conveyed.

// By Order //



(V. JAISANKAR)

UNDER SECRETARY TO GOVERNMENT

To
The Heads of Departments/Offices Concerned.

Copy to :

1. The Member Secretary, Yanam Planning Authority, Yanam, Puducherry.

PROFORMA

1. Name of the Institution/Agency :: Yanam Planning Authority, Yanam
2. Post applied for :: Lower Division Clerk
3. Name of the Applicant ::
(in BLOCK LETTERS)
4. Name of father/ husband ::
5. Present post held and since ::
when, scale of pay and
pay drawn at present
6. Department in which working ::
at present
7. Date of Birth ::
8. Educational Qualification ::
9. Technical Qualification ::
- 10 Details of Computer Knowledge ::
- 11 Details of Service (including details of
deputation/ service placement, etc.) ::

Sl. No.	Designation	Department	Period	
			From	To

- 12 Whether belongs to SC/ST ::
- 13 Residential Address ::
- 14 Remarks ::

Place:

Signature of candidate

Date:

To be certified by the Office

Certified that the particulars of the applicant have been verified and found correct.

No vigilance / disciplinary proceedings are either pending or contemplated against the official.

SIGNATURE OF HEAD OF DEPARTMENT/OFFICE

SEAL: