

GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL WING)

No.A-35016/14/2003-DP&AR/SS.II(1)/PF Puducherry, dated 29.08.2025

CIRCULAR

Sub: Public Services - Filling up of Ministerial posts in Pandit
Jawaharlal Nehru College of Agriculture & Research Institute
(PAJANCOA&RI), Karaikal on deputation basis - Reg.

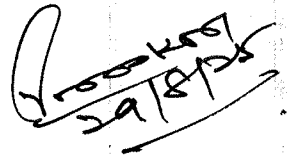
It is proposed to fill up the following posts in Pandit Jawaharlal Nehru College of Agriculture & Research (PAJANCOA&RI), Karaikal on deputation basis as per the following eligibility criteria:

S. No.	Name of the post	No. of Post	Eligibility Condition
1	Superintendent	2	Superintendent or Assistant with 3 years of regular service and having passed Accounts Test (Higher).
2	Assistant	2	Assistant or U.D.C with 5 years of regular service and having passed CGDT and ATSO Part (I & II).
3	Upper Division Clerk	2	U.D.C or L.D.C with 5 years of regular service and having passed CGDT and ATSO Part (I & II).

2. It is therefore requested that this may be widely circulated among the Superintendents, Assistants, U.D.Cs and L.D.Cs working under the cadre control of this Department in this Administration and applications, as per the proforma enclosed be obtained from willing and eligible officials and forwarded alongwith their APARs for the last five years, to this Department on or before **23.09.2025** duly certifying that the particulars furnished by the officials are verified and found to be correct.

3. It is also requested that the application of the ineligible officials and the application of the officials who have crossed 56 years of age as on the closing date for receipt of application need not be forwarded.

4. In case, if any official intends to apply for more than one post, he/she should apply separately for each post.



(V. JAISANKAR)

UNDER SECRETARY TO GOVERNMENT(PERSONNEL)

Encl: As above.

To

All Heads of Departments/ Offices.

Copy To:

1. The Dean, Pandit Jawaharlal Nehru College of Agriculture and Research Institute, Karaikal.
2. Spare copy.

PROFORMA

1. Name of the Authority :: Pandit Jawaharlal Nehru College of Agriculture and Research Institute, Karaikal.
2. Post applied for ::
3. Name of the Applicant (in BLOCK LETTERS) ::
4. Name of father/ husband ::
5. Present post held and since when ::
6. Level in the pay matrix and present pay drawn ::
7. Date of appointment in the present post ::
8. Department in which working at present ::
9. Date of Birth ::
10. Educational Qualification ::
11. Technical Qualification ::
12. Details of Computer Knowledge ::
13. Whether passed Departmental Test:: Viz., CGDT & ATSO with date
14. Whether passed Accounts Test (Higher) :: Part-I:Yes / No, Date:
Part-II:Yes / No, Date:
15. Details of Service (including deputation service) ::

Sl. No.	Designation	Department	Period	
			From	To

16. Whether belongs to SC/ST ::
17. Residential Address with Mobile No.::
18. Remarks ::

Place:
Date:

Signature of candidate

To be certified by the Head of 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