## No.A.35016/3/2009-DPAR/SS.II(2)/PF.1 GOVERNMENT OF PUDUCHERRY DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS (PERSONNEL WING)

\*\*\*\*

Puducherry, dated 20.07.2018.

## CIRCULAR

Sub: Public Services – Filling up of one post of Assistant in the Rajiv Gandhi Ayurveda Medical college, Mahe, on deputation basis - Regarding.

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It is proposed to fill up one post of Assistant in the Rajiv Gandhi Ayurveda Medical college, Mahe on deputation basis from among the Assistants or UDCs with three years of service and possessing Bachelor degree with computer knowledge

- 2. It is therefore requested that this may be widely circulated among the UDCs and Assistants working under the cadre control of this Department in the Puducherry Administration and applications as per the proforma enclosed may be obtained from the willing and eligible officials and forwarded along with their APARs for last five years, to this Department on or before **10.08.2018** 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 exceeded fifty six years on the closing date of receipt of application need not be forwarded.
- 4. It may be informed that the candidature of the applicants will not be allowed to be withdrawn once selection is conveyed.

(V. JAISANKAR)

UNDER SECRETARY TO GOVERNMENT (DP&AR)

Encl: As above.

To

All the Head of Departments/ Offices, Puducherry / Karaikal / Mahe / Yanam.

Copy to:

 The Member Secretary, Perunthalaivar Kamaraj Medical College Society, Puducherry,

2. Spare copy.

## PROFORMA

| 1. Name of the Institute  | ::   | RAJIV GANDHI AYURVEDA MEDICAL<br>COLLEGE, MAHE |
|---|------|--|
| 2. Post applied for   | ::   | ASSISTANT                                      |
| 3. Name of the Applicant (in BLOCK LETTERS)   | ::   |  |
| 4. Name of father/ husband  | :: • |  |
| <ol><li>Present post held and since<br/>when, scale of pay and<br/>pay drawn at present</li></ol> | ::   |  |
| 6. Department in which working at present   | ::   |  |
| 7. Date of Birth  | ::   |  |
| 8. Educational Qualification  | ::   |  |
| 9. Technical Qualification  | :: , |  |
| 10. Details of Computer Knowledge   | ::   |  |

| SI. No. | Designation | Department | Period |    |
|---------|-------------|------------|--------|----|
|         |             |            | From   | То |
|         |             |            | ·      |    |

12. Whether belongs to SC/ST

::

13. Residential Address

11. Details of Service

::

14. 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

SEAL: