

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

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No.A-35015/1/2024-DP&AR/SS.II(1)

Puducherry, dated 24.10.2024

**C I R C U L A R**

Sub: Public Services – Filling up the post of Assistant in the  
Puducherry Technological University, Puducherry on  
deputation basis– Applications called for.

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It is proposed to fill up the Assistant posts in the Puducherry Technological University, Puducherry on deputation basis from the officials as per the eligibility criteria mentioned below:

Sl. No.	Name of the Deputation Post	No. of Posts	Eligibility criteria for deputation
1	Assistant (Level 6 in 7 <sup>th</sup> CPC)	3	(i) Persons holding analogous post of Assistant and passed the Common General Departmental Test for Ministerial staff and Accounts Test (part I & II) for the Subordinate officers; <del>OR</del> (OR) (ii) Persons holding the post of UDC with 5 years regular service in that grade and passed the Common General Departmental Test for Ministerial staff and Accounts Test (part I & II) for the Subordinate officers.

2. It is therefore requested that this may be widely circulated among the Assistants and U.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 **14.11.2024** duly certifying that the particulars furnished by the officials are verified and found to be correct.

  
(V. JAISANKAR)

**UNDER SECRETARY TO GOVERNMENT(PERSONNEL)**

Encl: As above.

To

All Heads of Departments/Offices.

Copy to:

1. The Registrar, Puducherry Technological University, Puducherry.
2. Spare copy.

P R O F O R M A

1. Name of the Authority :: Puducherry Technological University,  
Puducherry.
2. Post applied for :: Assistant
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 regular 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., (i) CGDT with date ::  
(ii) ATSO Paper I with date ::  
Paper II with date ::
14. Details of Service ::  
**(including deputation service)**

Sl. No.	Designation	Department	Period	
			From	To

15. Whether belongs to SC/ST ::
16. Residential Address ::
17. 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: