

No.A-35016/11/2002-DP&AR/SS.II(1)
GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL WING)

Puducherry, dt. 03.01.2024


C I R C U L A R

Sub: Public Services – Filling up of two posts of Senior Assistant in Pondicherry Urban Development Agency (PUDA), Puducherry on deputation basis - Reg.

It is proposed to fill up two posts of Senior Assistant (Level 4 in the Pay Matrix) in the Pondicherry Urban Development Agency (PUDA), Puducherry on deputation basis from among the U.D.Cs or L.D.Cs with five years of regular service.

2. It is therefore requested that this may be widely circulated among the U.D.Cs and L.D.Cs working under the cadre control of this Department and applications as per the proforma enclosed be obtained from willing and eligible officials and forwarded along with their APARs for the last five years, to this Department on or before 22.01.2024 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 are likely to superannuate within a period of three years need not be forwarded.

A handwritten signature in black ink, followed by the date '3.1.24' written below it. The signature is slanted and appears to be 'V. JAISANKAR'.

(V. JAISANKAR)
UNDER SECRETARY TO GOVERNMENT(PERSONNEL)

Encl: As above.

To
All Heads of Departments/ Offices,

Copy to:

1. The Project Director, Pondicherry Urban Development Agency, Puducherry.
2. Spare copy.

P R O F O R M A

1. Name of the Authority :: Pondicherry Urban Development Agency,
Puducherry.
2. Post applied for :: Senior Assistant
3. Name of the Applicant ::
(in BLOCK LETTERS)
4. Name of father/ husband ::
5. Present post held and since ::
When, Level in the pay matrix
and pay drawn at present
6. Date of appointment in the present ::
post
7. Department in which working
at present ::
8. Date of Birth ::
9. Educational Qualification ::
10. Technical Qualification ::
11. Details of Service ::
(including deputation service)

Sl. No.	Designation	Department	Period	
			From	To

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

Place:

Signature of Applicant

Date:

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: