

No.A-35015/1/2019-DP&AR/SS.II(1)
GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL WING)

Puducherry, dated 26.08.2019

C I R C U L A R

Sub: Public Services - Filling up of the posts of Commissioner Grade-II/Panchayat Officer Gr-I/Municipal Officer Gr.I and Panchayat Officer Gr.II/Municipal Officer Gr.II in the Local Administration Department, Puducherry on deputation basis - Reg.

It is proposed to fill up the following posts in the Local Administration Department, Puducherry on deputation basis without deputation allowance as per the following eligibility criteria:

Sl. No.	Name of the Post	No. of Posts	Eligibility Conditions
1	Commissioner Gr-II/Panchayat Officer Gr-I/Municipal Officer Gr-I (Level 6 in pay matrix)	7	Assistants having adequate knowledge of reading and writing in Tamil language
2	Panchayat Officer Gr-II/Municipal Officer Gr-II (Level 5 in pay matrix)	3	U.D.Cs with five years of service possessing a degree in Arts, Science or Commerce (Desirable: a degree in Law) and a pass in Accounts Test for Sub-ordinate 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. The 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 **20.09.2019** 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 need not be forwarded.


(V. JAISANKAR)

UNDER SECRETARY TO GOVERNMENT(PERSONNEL)

Encl: As above.

To

All Heads of Departments/ Offices.

Copy To:

1. The Director, Local Administration Department, Puducherry.
2. Spare copy.

P R O F O R M A

1. Name of the Authority :: Local Administration Department,
Puducherry.
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. 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: