

No.A.35016/12/99-DP&AR(PW)/SS.II(1)/PF  
GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS  
(PERSONNEL WING)  
\*\*\*\*\*

Puducherry, dated 07.07.2015

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

Sub: Public Services – Filling up of one post of Accountant in the Puducherry Backward Classes and Minorities Development Corporation Limited, Puducherry, on deputation basis - Reg.  
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It is proposed to fill up one post of Accountant in the Puducherry Backward Classes and Minorities Development Corporation Limited, Puducherry on deputation basis from among the UDCs as per the eligibility criteria mentioned against the post:

Sl. No.	Name of the Post	Eligibility Conditions
1	Accountant (₹9300-34800 + GP ₹4200)	UDCs with five years of service having passed Accounts Test Higher. Desirable: Degree in Commerce and having working knowledge in Computer.

2. It is therefore requested that this may be widely circulated among the UDCs 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 **31.07.2015** 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.**

  
(M. KANNAN)

UNDER SECRETARY TO GOVERNMENT(DP&AR)

Encl: As above.

To  
All Heads of Departments/Offices,  
Puducherry region.

Copy to:

1. The Managing Director, Puducherry Backward Classes and Minorities Development Corporation Limited, Puducherry.
2. Spare copy.

P R O F O R M A

1. Name of the Authority :: PUDUCHERRY BACKWARD CLASSES AND MINORITIES DEVELOPMENT CORPORATION LIMITED, PUDUCHERRY.
2. Post applied for :: ACCOUNTANT
3. Name of the Applicant (in BLOCK LETTERS) ::
4. Name of father/ husband ::
5. Present post held and since when, scale of pay and pay drawn at present ::
6. Department in which working at present ::
7. Date of Birth ::
8. Educational Qualification ::
9. Technical Qualification ::
10. Details of Computer Knowledge ::
11. Whether passed Accounts Test (Higher) :: Part-I : Yes / No, Date:  
:: Part-II: Yes / No, Date:
12. Details of Service (including deputation service) ::

Sl. No.	Designation	Department	Period	
			From	To

13. Whether belongs to SC/ST ::
14. Residential Address ::
15. 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: