

No.A-35016/14/2003-DP&AR/SS.II(1)  
GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS  
(PERSONNEL WING)

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Puducherry, dated 16.04.2015

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

Sub: Public Services - Filling up the posts of Superintendent and Assistant in the Pandit Jawaharlal Nehru College of Agriculture and Research Institute, Karaikal on deputation basis - Reg.

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It is proposed to fill up the following posts in the Pandit Jawaharlal Nehru College of Agriculture and Research Institute, Karaikal on deputation basis as per the eligibility criteria mentioned against the posts:

Sl. No.	Name of the Post	No. of Posts	Eligibility Criteria
1	Superintendent	2	Superintendent or Assistant with 3 years of service having passed Accounts Test (Higher)
2	Assistant	1	Assistant or UDC with 3 years of service.

2. It is therefore requested that this may be widely circulated among the Superintendents, Assistants and 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 **08.05.2015** 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 / Karaikal.

Copy to:

1. The Dean, Pandit Jawaharlal Nehru College of Agriculture and Research Institute, Karaikal.
2. Spare copy.

P R O F O R M A

1. Name of the Authority :: Pandit Jawaharlal Nehru College of  
Agriculture and Research Institute, Karaikal.
2. Post applied for ::
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 Whether passed Departmental Tests::  
i.e. CGDT, ATSO
- 11 Whether passed Accounts Test :: Part-I : Yes / No, Date:  
(Higher) :: Part-II: Yes / No, Date:
- 12 Details of Computer Knowledge ::
- 13 Details of Service ::  
**(including deputation service)**

Sl. No.	Designation	Department	Period	
			From	To

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

Place:

Signature of candidate

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: