

No.A-35016/20/2002-DP&AR/SS.II(1)
GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS
(PERSONNEL WING)

Puducherry, dated 23.11.2015


C I R C U L A R

Sub: Public Services – Filling up of one post of Superintendent in the Puducherry Government Guest House, New Delhi on deputation basis - Reg.

It is proposed to fill up one post of Superintendent in the Puducherry Government Guest House, New Delhi on deputation basis without deputation allowance from among the Superintendents and Assistants having passed Accounts Test (Higher).

2. It is therefore requested that this may be widely circulated among the Superintendents and Assistants 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 **11.12.2015** 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 / Mahe / Yanam.

Copy to:

1. The Additional Resident Commissioner,
Puducherry Government Guest House, New Delhi.
2. Spare copy.

P R O F O R M A

1. Name of the Authority :: Puducherry Govt. Guest House, New Delhi.
2. Post applied for :: Superintendent
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. Date of regular in the present post ::
7. Department in which working ::
at present
8. Date of Birth ::
9. Educational Qualification ::
10. Technical Qualification ::
11 Whether passed Accounts Test Part-I : Yes / No, Date:
(Higher) (to be filled in by Assistant) :: 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:
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: