

No.A-35016/11/2006-DPAR/SS.II(1)  
GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS  
(PERSONNEL WING)

\*\*\*\*\*

Puducherry, dated 14.10.2014

**CIRCULAR**

Sub: Public Services - Filling up the posts of Assistant, UDC and Stenographer Gr.II in the District Rural Development Agency, Puducherry, on deputation basis.

\*\*\*

It is proposed to fill up the following posts in the District Rural Development Agency, Puducherry on deputation basis as per the eligibility criteria mentioned against the posts:

Sl. No.	Name of the Post	No. of posts	Eligibility Criteria
1	Assistant (PB2, GP: ₹4200/-)	3	Assistants / UDCs with 5 years of service.
2	UDC (PB1, GP: ₹2400/-)	6	UDCs / LDCs with 5 years of service.
3	Stenographer Gr.II (PB1, GP: ₹2400/-)	2	Stenographer Gr.II

2. It is therefore requested that this may be widely circulated among the ministerial staff working under the 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 **14.11.2014** 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.**

4. **In case, if any official intends to apply for more than one post, he/she should apply separately for each post.**

  
(M. KANNAN)

UNDER SECRETARY TO GOVERNMENT(DP&AR)

Encl: As above.

To  
All Heads of Departments/Offices.

Copy to:

1. The Project Director, District Rural Development Agency, Puducherry.
2. Spare copy.

P R O F O R M A

1. Name of the Authority :: DISTRICT RURAL DEVELOPMENT AGENCY, 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, scale of pay and pay drawn at present ::
6. Whether probation declared in the entry grade. If yes, date of declaration ::
7. Department in which working at present ::
8. Date of Birth ::
9. Educational Qualification ::
10. Technical Qualification ::
11. Details of Computer Knowledge ::
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: