

No.A-35016/4/2001-DP&AR/SS.II(1)/PF  
GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS  
(PERSONNEL WING)

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Puducherry, dated 01.07.2014

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

Sub: Public Services – Filling up the deputation posts in the PONSHE, Puducherry and Kasthurba College for Women, Villianur, Puducherry – Applications called for.

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It is proposed to fill up the following posts on deputation basis in the Pondicherry Society for Higher Education, Puducherry and Kasthurba College for Women, Villianur, Puducherry:


| Sl. No. | Name of the Post | PONSHE Office | Kasthurba College for Women |
|---------|------------------|---------------|-----------------------------|
| 1       | Superintendent   | 1             | 1                           |
| 2       | Assistant        | 3             | Nil                         |

**ELIGIBILITY CONDITIONS:**

- i) Superintendent – Superintendents/Assistants with a minimum of two years of experience having passed Accounts Test (Higher).
- ii) Assistant – Assistants/UDCs with a minimum of two years of experience having passed Accounts Test (Higher).

2. It is therefore requested that this may be widely circulated among the Superintendents, Assistants and UDCs of this Administration working in the Puducherry region and applications as per the proforma enclosed be obtained from the eligible willing officials and forwarded alongwith their APARs for the last five years, to this Department on or before **25.07.2014** 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.**

  
(M. KANNAN)

UNDER SECRETARY TO GOVERNMENT(DP&AR)

Encl: As above.

To

All Heads of Departments/ Offices, Puducherry region.

Copy To:

1. The Member Secretary, PIPMATE, Puducherry.
2. The Principal, Kasthurba College for Women, Villianur, Puducherry.
3. Spare copy.

## PROFORMA

1. Name of the Authority ::
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. 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.<br>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: