

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

Puducherry, dated 30.11.2015

C I R C U L A R


Sub: Public Services – Filling up of one post of Superintendent in PONSHE, Puducherry and two posts of Assistants in Indira Gandhi College of Arts and Science, Kathirkamam, Puducherry on deputation basis - Reg.

It is proposed to fill up one post of Superintendent in the Pondicherry Society for Higher Education, Puducherry and two posts of Assistants in Indira Gandhi College of Arts and Science, Kathirkamam, Puducherry on deputation basis as per the following eligibility criteria:

Sl. No.	Name of the Institute/Authority	Name of the Post	No. of posts	Eligibility Conditions
1	Pondicherry Society for Higher Education, Puducherry	Superintendent	1	Superintendent/Assistant with a minimum of two years of service having passed Accounts Test (Higher)
2	Indira Gandhi College of Arts and Science, Puducherry	Assistant	2	Assistants/UDCs with a minimum of three years of service 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 Puducherry region under the cadre control of this Department 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 **21.12.2015** 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.

Copy To:

1. The Member Secretary, PONSHE, Puducherry.
2. The Principal, Indira Gandhi College of Arts and Science, Puducherry.
3. Spare copy.

P R O F O R M A

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. 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: