

No.A-35016/13/2002-DPAR/SS.II(2)  
GOVERNMENT OF PUDUCHERRY  
DEPARTMENT OF PERSONNEL AND ADMINISTRATIVE REFORMS  
(PERSONNEL WING)

\*\*\*\*\*

Puducherry, dated 28.08.2014.

**CIRCULAR**

Sub: Public Services – Filling up of one post of U.D.C. in the  
Puducherry Seed Certification Agency, Puducherry, on  
deputation basis - Regarding.

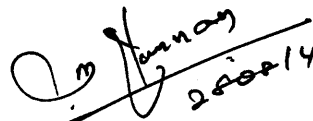
\*\*\*

The Puducherry Seed Certification Agency, Puducherry, requires the services of Upper Division Clerk to fill up one post of U.D.C. in the Agency, on deputation basis.

2. It is therefore requested that this may be widely circulated among the Upper Division Clerks / Lower Division Clerks with computer knowledge who has passed the Accounts Test for Sub-ordinate Officers working in Puducherry region of this Administration and applications as per the proforma enclosed may be obtained from the willing and eligible officials and forwarded along with their Annual Confidential Reports for the last five years, to this Department on or before **26.09.2014** duly certifying that the particulars furnished by the officials are correct.

3. It is also requested that the applications of the ineligible officials and officials who are likely to superannuate during the tenure of deputation need not be forwarded.

4. The candidature of the applicants will not be allowed to be withdrawn once selection is conveyed.

  
(M. KANNAN)

UNDER SECRETARY TO GOVERNMENT(DP&AR)

Encl: As above.

To

All the Head of Departments/Offices,  
Puducherry.

Copy to:

The Chief Seed Certification Officer,  
Puducherry Seed Certification Agency,  
Puducherry.

P R O F O R M A

1. Name of the Agency :: PUDUCHERRY SEED CERTIFICATION AGENCY, PUDUCHERRY.
2. Post applied for :: UPPER DIVISION CLERK
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 for Sub-ordinate Officers :: Part - I : Yes / No, Date :  
Part - II : Yes / No, Date :
- 12 Details of Service (including details of deputation/ service placement, etc.) ::

Sl. No.	Designation	Department	Period	
			From	To

- 13 Whether belongs to SC/ST ::
- 14 Residential Address ::
- 15 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: