



No.48784 / CS(PW-I) / A1 / 383 / 2020-21  
GOVERNMENT OF PUDUCHERRY  
CHIEF SECRETARIAT (WORKS)

Puducherry, Dated : 28.12.2020

**CIRCULAR**

Sub: Chief Secretariat(Works) – Filling up of one vacant post of Chief Engineer (General Central Services - Group 'A' – Gazetted – Non Ministerial) in Public Works Department, Puducherry – Notification – Reg.

Ref: I.D. Note No.30-11 / PW / CE / EC6 / 2020 /1787, dated 30.11.2020 of the Chief Engineer, Public Works Department, Puducherry.

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It is proposed to fill up one vacant post of Chief Engineer in Public Works Department, Puducherry, which is classified as General Central Services – Group 'A' Gazetted – Non Ministerial, carrying the scale of pay of Rs.14,300-400-18,300(pre-revised) i.e., Level-13 of Pay Matrix 2016 of 7<sup>th</sup> CPC. The method of recruitment is by promotion failing which transfer on deputation from among the eligible Officers serving under the Central Government / State Governments / Union Territory Governments as per the requirement given below :-

- (a) (i) holding analogous posts on a regular basis in the parent cadre / department;  
or  
(ii) with 5 years regular service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs.12,000-16,500\* or equivalent in the parent cadre/department; and  
(b) Possessing the following qualification and experience  
**Essential:**  
(i) a Degree in Civil Engineering from a recognised University or equivalent  
(ii) 12 years of professional experience in the field of Civil Engineering works.

**Desirable:**

Post-graduate Degree in Civil Engineering from a recognised University or equivalent

(\* equivalent to Level 12 of the Pay matrix, 2016 of 7<sup>th</sup> CPC)

(The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion).

[Period of deputation, including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization / department of the Central Government shall ordinarily not exceed five years.

**2 Regulation of pay and other terms of deputation :**

The pay of the selected officer will be regulated under the provisions contained in the Department of Personnel and Training O.M.No.6/8/2009-Estt.(Pay-II) dated 17.06.2010 as amended from time to time.

**3. Age Limit :** The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

**4. Consultation with Union Public Service Commission, New Delhi :** Consultation with Union Public Service Commission is necessary.

**5. Reservation for Scheduled Caste / Scheduled Tribes :** No provision for reservation exists for the posts to be filled up on deputation basis.



6. It is requested that this circular may be given wide publicity by circulation to all offices / Organizations etc. The applications (in duplicate in the proforma as published in the departmental website <https://pwd.py.gov.in>) alongwith the complete Annual Performance Appraisal Report (APAR) Dossiers for last five years of the eligible officers who could be spared in the event of their selection, may be sent to 'The Under Secretary to Government (Works), Chief Secretariat, Puducherry 605 001' within 6 weeks i.e., 42 days from the date of publication of this Notification in the Employment News. Besides, the following information / documents may also be sent alongwith application:

- A statement showing minor or major penalties imposed.
- any in respect of the official.
- Cadre Clearance Certificate
- (i) Integrity Certificate
- (iv) Vigilance Clearance
- (v) Job description of the present post held

Applications received after the last date or without the APAR Dossiers or otherwise found incomplete will not be considered. While forwarding the applications, it may be verified and certified that the particulars furnished by the officers are correct and that no disciplinary case is either pending or contemplated against the Officer. The applications may please be informed that they will not be permitted to withdraw their applications at a later stage.

/BY ORDER/



(CHAURE RATNAGHOSH KISHOR)  
UNDER SECRETARY TO GOVERNMENT (WORKS)

Encl: As stated above.

To

- 1. All Secretaries to Government of India, New Delhi.
- 2. All Chief Secretaries to Government of all States / Union Territories.
- 3. All Secretaries to Government in charge of Public Works Department of all States / Under Secretaries, Ministry of Housing and Urban Affairs / Ministry of Road Transport and Highways, New Delhi.
- 4. The Director General, Central Public Works Department, New Delhi.
- 5. All Zonal Offices, Central Public Works Department.
- 6. All Secretariat Department, Government of Puducherry.
- 7. All Heads of Department / Offices, Government of Puducherry.
- 8. All Autonomous Organisations / Public Sector undertaking, Government of Puducherry.

# BIO DATA / CURRICULUM VITAE PROFORMA

(As per O.M. F.No.AB.14017 / 28 / 2014-Estt.(RR) dated 02.07.2015 of the Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training, New Delhi).

1	Name and Address (in Block letters)	
2	Date of Birth (in Christian era)	
3	(i) Date of entry into service	
	(ii) Date of retirement under Central / State Government Rules	
4	Educational Qualifications	
5	Whether Educational and other Qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same).	
	Qualifications / Experience required as mentioned in the advertisement / vacancy circular	Qualifications / Experience possessed by the Officer
	<b>Essential</b>	<b>Essential</b>
(i)	a) Qualification : Degree in Civil Engineering or equivalent from a recognized University.	a) Qualification
(ii)	b) Experience : (i) Twelve years of professional experience in the field of Civil Engineering works. (ii) five years of regular service in posts in the Pay Level-12 of the Pay Matrix 2016 of 7 <sup>th</sup> CPS or equivalent.	
	<b>Desirable</b>	<b>Desirable</b>
	a) Qualification : Post-graduate Degree in Civil Engineering or equivalent from a recognized University	a) Qualification :
	b) Experience : Not Applicable	b) Experience :
Note : In the case of Degree and Post Graduate qualifications Elective / main subject and subsidiary subjects may be indicated by the Candidate.		
6.	Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	
6.1	Note : Borrowing Department are to provide their specific comments / view confirming the relevant Essential qualification / work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.	



7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office / Institution	Post held on regular basis	From	To	*Pay Band and Grade pay / Pay Scale of the post on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

\* Important : Pay-band and Grade Pay granted under ACP / MACP are personal to the Officer and therefore, should not be mentioned. Only pay Band and Grade Pay / Pay scale of the post held on regular basis to be mentioned. Details of ACP / MACP with present PB and GP where such benefits have been drawn by the Candidate may be indicated as below :

Office / Institution	Pay. Pay-band and Grade Pay drawn under ACP / MACP scheme (Level in Pay Matrix)	From	To

8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent			
9. In case the present employment is held on deputation / contract basis, please state			
a) The date of initial appointment	b) Period of appointment on deputation / contract	c) Name of the parent office / organization to which the applicant belongs	d) Name of the post and pay of the post held in substantive capacity in the parent organisation

9.1 Note : In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre / Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.

9.2 Note : Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre / organization but still maintaining a lien in his / her parent cadre / organization.

10.	If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.		
11.	<p>Additional details about Present employment Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>(a) Central Government (b) State Government (c) Autonomous Organisation (d) Government Undertaking (e) Universities (f) Others</p>		
12.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13.	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale		
14.	Total emoluments per month now drawn		
	Basic Pay in Pay Band	Grade Pay	Total Emoluments
15.	In case the applicant belongs to an Organisation which is not following the Central Government Pay Scales, the latest salary slip issued by the Organisation showing the following details may be enclosed		
	Basic Pay with Scale of Pay and rate of increment	Dearness Pay / interim relief / other Allowances etc. (with break-up details)	Total Emoluments
16.A.	<p>Additional information, if any relevant to the post you applied for in support of your suitability for the post. This among other things may provide information with regard to (i) additional academic qualifications (ii) Professional training and (iii) work experience over and above prescribed in the Vacancy Circular / Advertisement. Note : (Enclose a separate sheet, if the space is insufficient).</p>		
16.B.	<p>Achievements: The candidates are requested to indicate information with regard to ; (i) Research publications and reports and special project (ii) Award / Scholarships / Official Appreciation. (iii) Affiliation with the professional bodies / institutions / Societies and ;</p>		



	(iv) Patents registered in own name or achieved for the organization. (v) Any research / innovative measure involving official recognition. (vi) any other information. (Note : Enclose a separate sheet, if the space is insufficient.	
17	Please state whether you are applying for deputation (STC) / Absorption / Re-employment Basis # Officers under Central / State Governments are only eligible for 'Absorption'. Candidates of non-Government Organisation are eligible only for Short Term Contract).	
	# (The option of 'STC' / 'Absorption' / 'Re-employment' are available only if the vacancy circular specially mentioned recruitment by 'STC' or 'Absorption' or 'Re-employment').	
18.	Whether belongs to SC / ST	

I have carefully gone through the vacancy circular / advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification / Desirable Qualification / Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information / Details provided by me are correct and true to the best of my knowledge and no material fact have a bearing on my selection has been suppressed / withheld.

(Signature of the Candidate)

Address : \_\_\_\_\_  
\_\_\_\_\_

Date \_\_\_\_\_

**Certification by the Employer / Cadre Controlling Authority**

The information / details provided in the above application by the applicant are true and correct as per the facts available on records. He / She possess educational qualifications and experience mentioned in the Advertisement. If selected, he / she possesses educational qualifications and experience mentioned in the Vacancy Circular. If selected he / she will be relieved immediately.

2. Also certified that :

- (i) There is no vigilance or disciplinary case pending / contemplated against Shri / Smt. \_\_\_\_\_
- (ii) His / her integrity is certified.
- (iii) His / her APAR Dossier in original are enclosed / photocopies of the APARs for the last 5 years duly attested by an Officer of the rank of Under Secretary to the Government of India or above are enclosed.
- (iv) No major / minor penalty has been imposed on him / her during the last 10 years or a list of major / minor penalties imposed on him / her during the last 10 years is enclosed (as the case may be).

Countersigned

(Employer / Cadre Controlling Authority with Seal)