GOVERNMENT OF PUDUCHERRY
DIRECTORATE OF ACCOUNTS & TREASURIES

No. 2-4/DAT/Estt./U-I/2023 /8 Puducherry 01.02.2024.

NOTIFICATION

The Directorate of Accounts & Treasuries, Government of Puducherry intends to engage an official retired Data Entry Operator from Government of Puducherry as 'Consultant' on Contract basis for a period of six months to serve in the **Mahe** region in the Office of the DDAT, Mahe.

2. The details of requirement of the Directorate are as detailed below:

Mahe Region

Sl. No.	Name of the Post	No. of posts	Eligibility
1.	Consultant	1	Retired Data Entry Operator Experience: Sufficient knowledge in handling bills, data processing, Consolidation and Compilation of Accounts and payment through online. Age : Not exceeding 65 years

3. The duly filled in application form as in the Annexure-I may be submitted to the Director, Directorate of Accounts & Treasuries, Puducherry superscribing on the envelope **"APPLICATION FOR THE POST OF CONSULTANT FOR THE POST OF DATA ENTRY OPERATOR"** on or before **16.02.2024**.

4. The engagement will be on full time basis initially for a period of six months and consultancy fee will be paid as per the rules in force. The other terms and conditions of the agreement shall be in accordance with the I.D.Note/Memo.No.46324/FD/F3/2014 dated 11.09.2014 of the Finance Department, Puducherry. On selection the official shall execute an agreement in the prescribed form. The appointment of consultant shall be of temporary nature against the specific job and the appointment will be cancelled at any time without assigning any reasons thereof.

(S. PRABAVADY)
DIRECTOR

To

1. The Director, Directorate of Information Technology, Puducherry
   - *with a request to upload the Notification in the Puduvai Portal.*
2. The Programmer, EDP Section, DAT, Puducherry
   - *with a request to upload the Notification in the DAT Website.*
3. Notice Board / Spare Copy.

ANNEXURE-I

APPLICATION FOR ENGAGEMENT OF RETIRED GOVT. OFFICIAL (DATA ENTRY OPERATOR) AS CONSULTANT IN THE OFFICE OF THE DDAT, MAHE.

Recent passport size photo to be pasted here.

1 Name :

2. Date of Birth :

3. Address for communication :

4. Contact Number (Residence/Mobile) :

5. E-mail Id :

6. Particulars of Government Service

6.1 Date of joining in Govt. Service :

6.2 Date of retirement and the post in which retired :

6.3 Name of the Department/Organization from which retired :

6.4 Last Pay drawn (copy of the PPO to be enclosed) :

7 Educational Qualification :

8 Details of knowledge in computer :

9 Brief Particulars of Experience with nature of duties performed (starting from last appointment) :

Sl. No.	Name of the Ministry/Dept.	Period		Post held	Nature of Work
		From	To		

10 Additional information if any, in support of the suitability of the post :

Declaration

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I further declare that I was clear from vigilance angle at the time of retirement.

Signature of the Applicant

Place :
Date :