

GOVERNMENT OF PUDUCHERRY
DEPARTMENT OF HINDU RELIGIOUS INSTITUTIONS & WAKF
3RD Floor, Collectorate Complex, Pettaiyanchatiram, Puducherry-605009
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No.4419/CHRI/T.5/Dep./EO/2025/791

Puducherry, dated 03.11.2025

CIRCULAR

Sub: CHRI – Estt. - Filling up of posts of Executive Officer
Grade-II / Grade-III in the Department of Hindu
Religious Institutions & Wakf, Puducherry on
deputation basis - Applications - Called for.

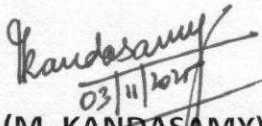
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It is proposed to fill up the following posts in the Department of Hindu Religious Institutions & Wakf, Puducherry on deputation basis as per the eligibility criteria mentioned against each posts:-

Sl. No.	Name of the Post	No. of Posts	Eligibility Criteria	Desirable
1	Executive Officer Grade-II (PB-2 - Rs.9300 - 34800 + GP-Rs.4200) (Level-6 of 7 th CPC)	3	Holding analogous posts (or) with 6 years of regular service in PB-1 of Rs.5200-20200+GP Rs.2800 [Pre-revised scale]	Possession of Law Degree
2	Executive Officer Grade-III (PB-1 - Rs. 5200 -20200 + GP-Rs.2800) (Level-5 of 7 th CPC)	2	Holding analogous posts (or) with 5 years of regular service in PB-1 of Rs.5200-20200+ GPRs.2400 [Pre-revised scale]	Possession of Law Degree

2. It is therefore requested that this may widely be circulated among the officials in this Administration and applications as per the proforma enclosed be obtained from willing and eligible officials and forwarded alongwith their APARs for the last five years and service particulars, to this Department on or before **28.11.2025** duly certifying that the particulars furnished by the officials are verified and found to be correct.

3. It is also requested that the applications of the ineligible officials and the applications of the officials who have crossed 56 years of age need not be forwarded.


(M. KANDASAMY)
COMMISSIONER (HRI)

Encl: As stated.

To

All Heads of Departments / Offices,
UT of Puducherry.

Copy to:-

The P.S. to Secretary to Govt. [H.R.I.], Puducherry.

**APPLICATION FOR THE POST OF EXECUTIVE OFFICER GRADE-II AND GRADE-III
IN THE DEPARTMENT OF HINDU RELIGIOUS INSTITUTIONS & WAKF,
PUDUCHERRY**

1	Post applied for (Please specify)	Executive Officer Grade-II / Executive Officer Grade-III /
2	Name in Block Letters & Designation	
3	Pay Band with GP in the pre- revised scale	
4	Present Pay	
5	Date of Birth / Age	
6	Whether SC / ST / XSM	
7	Dept./ Office in which working	
8	Whether holding the post on deputation and if so, the period of deputation.	
9	Date of appointment & number of years of service in each grade	
10	Educational Qualification	
11	Whether Permanent / Temporary	
12	Whether any disciplinary / Vigilance / Criminal case has been initiated / contemplated / pending.	
13	Experience if any in temple administration / Legislation matters, etc.	

Place: -
Date

SIGNATURE OF THE APPLICANT

Certificate to be furnished by the Head of Office

The above particulars have been verified with reference to the service records of the official and found to be in order.

Certified that no disciplinary / vigilance / criminal case has been initiated / contemplated / pending against the official.

Certified that no break in service has been awarded during the service.

Place:
Date:

Signature:
Designation:
Seal of Officer:

A N N E X U R E

Name of the Department :-

		Service Particulars including Deputation from the Date of Appointment to till now including Deputation									
Sl. No.	Name of the Govt. Servant & Employee Code	Date of Birth	Present Designation	Name of Father	Name of the Department / Office / Institution	Designation	Date of Appointment		Whether the official has filed his/her Annual Property Returns for the Current Year	Reference to I.D. Note Memo No. where in Disciplinary action was required to by the C.V.O. to be taken against the individual if any pending in Department / Office as on date	Remarks, if any
							From	To			

Signature of Head of Office /
Department