NOTIFICATION

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, read with the Notification No.F.5/4/65-GP, dated 11th January, 1965 of the Government of India, Ministry of Home Affairs, New Delhi, the Lieutenant-Governor, Puducherry hereby makes the following rules regulating the method of recruitment to Group ‘B’ post of “Public Relation Officer” in the Office of the Lieutenant-Governor, Puducherry, namely:-

1. **Short title and commencement**: (1) These rules may be called the Government of Puducherry, Group ‘B’ Post of ‘Public Relation Officer’, Recruitment Rules, 2019.

   (2) They shall come into force from the date of their publication in the official gazette.

2. **Application**: - These rules shall apply to recruitment and appointments to the post specified in SL.No.1 of the Schedule hereto annexed and as are in existence in Raj Nivas, Puducherry.

3. **Number of post, its classification and scale of pay**: The number of the said post, its classification and the scale of pay attached thereto shall be as specified in SL.No. 2 to 4 of the schedule annexed hereto.

4. **Method of recruitment, age limit and other qualifications**: The method of recruitment to the said post, age limit, qualifications and other matters relating thereto shall be as specified in sl.no. 5 to 12 of the said schedule.

5. **Disqualifications**: No person,-

   (a) Who has entered into or contracted a marriage with a person having a spouse living; or

   (b) Who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post;

   Provided that the Lieutenant-Governor may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

6. **Power to relax**: - Where the Lieutenant-Governor is of the opinion that it is necessary or expedient so to do, he/she may, by order and for reasons to be recorded in writing and in consultation with Union Public Service commission, relax any of the provisions of these rules with respect to any class or category of persons.

7. **Saving**: Nothing in these rules shall affect the reservation, relaxations, in upper age limit and other concessions required to be provided for the scheduled castes, the scheduled tribes and other special category of persons in accordance with the orders issued by the Government from time to time in this regard.

   (By Order of Lieutenant-Governor)

(R. SRIDHARAN)
PVT. SECRETARY TO LT. GOVERNOR
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<tbody>
<tr>
<td>1.</td>
<td>Name of the Post</td>
<td>Public Relations Officer</td>
</tr>
<tr>
<td>2.</td>
<td>Number of Posts</td>
<td>1 (One) 2019</td>
</tr>
<tr>
<td>3.</td>
<td>Classification</td>
<td>General Central Services – Group ‘B’ Gazetted – Non Ministerial</td>
</tr>
<tr>
<td>4.</td>
<td>Scale of Post</td>
<td>Level 8 in the Pay Matrix</td>
</tr>
<tr>
<td>5.</td>
<td>Whether selection post or non-selection post</td>
<td>Not applicable</td>
</tr>
<tr>
<td>6.</td>
<td>Age limit for direct recruits</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>7.</td>
<td>Education and other qualifications required for Direct Recruitment</td>
<td>Not Applicable.</td>
</tr>
<tr>
<td>8.</td>
<td>Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions.</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>9.</td>
<td>Period of probation, if any</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>10.</td>
<td>Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods</td>
<td>Deputation (Including short-term contract)/Absorption, failing which on Contractual basis.</td>
</tr>
</tbody>
</table>
|11. | In case of recruitment by promotion/deputation/absorption, grade from which promotion/deputation/absorption is to be made | Deputation (Including short-term contract)/Absorption: Officers under Central/State Govt./Union Territories/Public Sector Undertakings:  
   a) (i) Holding analogous posts on a regular basis or (ii) With 6 yrs service in the grade rendered after appointment thereto on regular basis in the pre-revised pay band PB2 + GP Rs.4200/- or Level 6 in the Pay Matrix or equivalent; or (iii) With 12 yrs service in the grade rendered after apptt. thereto on regular basis in the pre-revise pay band PB-1 + GP Rs.2800/- or Level 5 in the Pay Matrix  
   b) Possessing the following educational qualification and experience  
      Essential: (i) Any Degree with PG Diploma in Journalism/ Mass Communication/Public Relations from a recognised University.  
      or (i) Degree in Journalism/ Mass Communication/Public Relations from a recognised University.  
      and At least 5 years experience in the field of Public Relations, Protocol, Media Management, Press Liaison including experience in preparing press release and other materials for the press.  
      Desirable: (i) PGDCA from a recognised University or Institute or Certificate Course in Office Automation. (ii) Knowledge to work in ‘e’ environment and exposure to social media. |
|12. | If a Departmental Promotion Committee/Recruitment Committee exists, what is its Composition? | Departmental Promotion Committee for Group “B” posts (for considering for confirmation in the case of absorption) consisting of:  
   (1) Chief Secretary to Govt. - Chairman  
   (1) Secretary to Lt. Governor - Member  
   (2) Pvt. Secretary to Lt. Governor - Member |
|13. | Circumstances in which Union Public Service Commission is to be consulted in making Recruitment | Consultation with Union Public Service Commission is for amendment/relaxation of any provision of these recruitment rules. |

(By Order of the Lt. Governor)

(R. SRIDHARAN)
PVT. SECRETARY TO LT. GOVERNOR
GOVERNMENT OF PUDUCHERRY
LIEUTENANT-GOVERNOR’S SECRETARIAT


NOTIFICATION

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, read with the Notification No.F5/4/65-GP, dated 11th January, 1965 of the Government of India, Ministry of Home Affairs, New Delhi, the Lieutenant-Governor, Puducherry hereby makes the following rules regulating the method of recruitment to Group ‘C’ (Non Ministerial) post of “Housekeeper” in the Lieutenant-Governor, Puducherry, namely:-

1 Short title and commencement: (1) These rules may be called the Government of Puduchery, Group ‘C’ Post of Housekeeper, Recruitment Rules, 2019.

2 Application: These rules shall apply to recruitment and appointments to the post specified in Sl.No.1 of the Schedule hereto annexed and as are in existence in Raj Nivas, Puducherry.

3 Number of post, its classification and scale of pay: The number of the said post, its classification and the scale of pay attached thereto shall be as specified in Sl.No.2 to 4 of the schedule annexed hereto.

4 Method of recruitment, age limit and other qualifications: The method of recruitment to the said post, age limit, qualifications and other matters relating thereto shall be as specified in SL.No.5 to 12 of the schedule annexed hereto.

5 Disqualifications: No person,

6 Who has entered into or contracted a marriage with a person having a spouse living; or

7 Who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post;

   Provided that the Lieutenant-Governor may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

8 Power to relax: Where the Lieutenant-Governor is of the opinion that it is necessary or expedient so to do, he may, by order and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

9 Saving: Nothing in these rules shall affect the reservation, relaxations, in upper age limit and other concessions required to be provided for the scheduled castes, the scheduled tribes and other special category of persons in accordance with the rules framed or orders issued by the Government from time to time in this regard.

(By Order of Lieutenant-Governor)

(R. SRIDHARAN)
PVT. SECRETARY TO LT. GOVERNOR
<table>
<thead>
<tr>
<th></th>
<th>Name of the Post</th>
<th>Housekeeper</th>
</tr>
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<tbody>
<tr>
<td>2.</td>
<td>Number of Posts</td>
<td>1 (One) 2019</td>
</tr>
<tr>
<td>3.</td>
<td>Classification</td>
<td>General Central Services – Group ‘C’ Non Gazetted – Non Ministerial</td>
</tr>
<tr>
<td>4.</td>
<td>Scale of Post</td>
<td>Level-4 in the Pay Matrix</td>
</tr>
<tr>
<td>5.</td>
<td>Whether selection post or non-selection post</td>
<td>Not applicable</td>
</tr>
</tbody>
</table>
| 6. | Age limit for direct recruits | Between 18 and 25 years as per DoPT guidelines. (upper age limit relaxable for Government servants in accordance with orders / instructions issued by Government provided such govt. servants are working for not less than three years in the posts which are in the same line or allied cadres and where a relationship can be established the services rendered by them in the department will be useful for efficient discharge of duties in the post for which selection is made)  
Note: The crucial date for determining the age limit in the case of recruitment through Employment Exchange is the last date by which Employment Exchanges are asked to submit the names. |
| 7. | Education and other qualifications required | Essential:  
i) 3 years diploma in Hotel Management and Catering Technology awarded by NCHMCT, New Delhi (or) DTE of the State and  
ii) 2 years of experience in Sr. House keeper capacity in F&B operation in not less than 3 star category hotel  
OR  
i)A craft certificate course in F&B Services or food production awarded by NCHMCT, New Delhi 9or) DTE of the State and  
ii) 7 years of experience in the Hotel Industry of which minimum one year should be in House Keeper capacity in not less than 3 star category Hotel.  
iii) Working knowledge in Hindi and English |
| 8. | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions/deputation | Age : No  
EQ : Yes |
| 9. | Period of probation, if any | Two years |
| 10. | Method of recruitment, whether by direct recruitment or by promotion or by deputation /transfer and percentage of the vacancies to be filled by various methods | By Promotion/Deputation failing which Direct Recruitment. |
| 11. | In case of recruitment by promotion/deputation, grades from which promotion/deputation is to be made | Promotion from the Grade of Head Waiter in Raj Nivas Household with 8 years of continuous service in the same grade.  
**Deputation:** (i) Holding analogous posts on a regular basis or  
(ii) With 8 yrs service in the grade rendered after appointment thereto on regular basis in the pre-revised pay band PB1 + GP Rs.1900/- or Level 2 in the Pay Matrix or equivalent. |
| 12. | If a Dept. Promotion Committee/Recruitment Committee exists, which is its composition? | Departmental promotion Committee/Recruitment Committee may be prescribed as follows:-  
i) Secretary to Lt. Governor – Chairman  
ii) Pvt. Secretary to Lt. Governor – Member  
iii) Under Secretary (CCD) – Member |
| 13. | Circumstances in which Union Public Service Commission is to be consulted in making Recruitment | Not applicable. |

(By Order of the Lt. Governor)

(R. Sridharan)  
Pvt. Secretary to Lt. Governor
GOVERNMENT OF PUDUCHERRY
LIEUTENANT-GOVERNOR’S SECRETARIAT


NOTIFICATION

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, read with the Notification No.F5/4/65-GP, dated 11th January, 1965 of the Government of India, Ministry of Home Affairs, New Delhi, the Lieutenant-Governor, Puducherry hereby makes the following rules regulating the method of recruitment to Group ‘C’ (Non Ministerial) post of “Head Waiter” in the Lieutenant-Governor, Puducherry, namely:-

1 **Short title and commencement:** (1) These rules may be called the Government of Puducherry, Group ‘C’ Post of Head Waiter, Recruitment Rules, 2019.

(2) They shall come into force from the date of their publication in the official gazette.

2 **Application:** - These rules shall apply to recruitment and appointments to the post specified in Sl.No.1 of the Schedule hereto annexed and as are in existence in Raj Nivas, Puducherry.

3 **Number of post, its classification and scale of pay:** - The number of the said post, its classification and the scale of pay attached thereto shall be as specified in Sl.No.2 to 4 of the schedule annexed hereto.

4 **Method of recruitment, age limit and other qualifications:** - The method of recruitment to the said post, age limit, qualifications and other matters relating thereto shall be as specified in Sl.No.5 to 12 of the schedule annexed hereto.

5 **Disqualifications:** - No person,-

6 Who has entered into or contracted a marriage with a person having a spouse living; or

7 Who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post;

Provided that the Lieutenant-Governor may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

8 **Power to relax:** - Where the Lieutenant- Governor is of the opinion that it is necessary or expedient so to do, he may, by order and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

9 **Saving:** - Nothing in these rules shall affect the reservation, relaxations, in upper age limit and other concessions required to be provided for the scheduled castes, the scheduled tribes and other special category of persons in accordance with the rules framed or orders issued by the Government from time to time in this regard.

(By Order of Lieutenant-Governor)

(R. SRIDHARAN)
PVT. SECRETARY TO LT. GOVERNOR
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<tbody>
<tr>
<td><strong>1. Name of the Post</strong></td>
<td>Head Waiter</td>
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<tr>
<td><strong>2. Number of Posts</strong></td>
<td>1 (One) 2019</td>
<td></td>
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<tr>
<td><strong>3. Classification</strong></td>
<td>General Central Services – Group ‘C’ Non Gazetted – Non Ministerial</td>
<td></td>
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<tr>
<td><strong>4. Scale of Post</strong></td>
<td>Level-2 in the Pay Matrix</td>
<td></td>
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<tr>
<td><strong>5. Whether selection post or non-selection post</strong></td>
<td>Not applicable</td>
<td></td>
</tr>
<tr>
<td><strong>6. Age limit for direct recruits</strong></td>
<td>Between 18 and 25 years as per DoPT guidelines (Relaxable for Government servants upto 40 yrs. in accordance with the orders instructions issued by Government. provided such govt. servants are working for not less than three years in the posts which are in the same line or allied cadres and where a relationship can be established the services rendered by them in the department will be useful for efficient discharge of duties in the post for which selection is made) Note: The crucial date for determining the age limit in the case of recruitment through Employment Exchange is the last date by which Employment Exchanges are asked to submit the names.</td>
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<tr>
<td><strong>7. Education and other qualifications required</strong></td>
<td>Essential: i) 3 years diploma in Hotel Management and Catering Technology awarded by NCHMCT, New Delhi (or) DTE of the State and ii) 2 years of experience in Housekeeper capacity in F&amp;B operation in not less than 3 star category hotel OR i) A craft certificate course in F&amp;B Services or food production awarded by NCHMCT, New Delhi (or) DTE of the State and ii) 7 years of experience in the Hotel Industry of which minimum one year should be in Head Waiter capacity in not less than 3 star category Hotel. iii) Working knowledge in Hindi and English</td>
<td></td>
</tr>
<tr>
<td><strong>8. Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions/deputation</strong></td>
<td>Age: No Educational qualification: To the extent indicated in Column.11</td>
<td></td>
</tr>
<tr>
<td><strong>9. Period of probation, if any</strong></td>
<td>Two years</td>
<td></td>
</tr>
<tr>
<td><strong>10. Method of recruitment, whether by direct recruitment or by promotion or by deputation /transfer and percentage of the vacancies to be filled by various methods</strong></td>
<td>By Promotion/Deputation failing which Direct Recruitment.</td>
<td></td>
</tr>
<tr>
<td><strong>11. In case of recruitment by promotion/deputation, grades from which promotion/deputation is to be made</strong></td>
<td>Promotion Waiter Cum Room Attendant/Room Attendant in Level-1 in Raj Nivas Household with 3 years of service rendered in the respective grade after appointment thereto on regular basis possessing at least SSLC or equivalent. Deputation: (i) Holding analogous posts on a regular basis or (ii) With 3 yrs service in the grade rendered after appointment thereto on regular basis in Level -1 in the Pay Matrix. iii) Possessing the qualifications prescribed for direct recruit under column (7).</td>
<td></td>
</tr>
<tr>
<td><strong>12. If a Dept. Promotion Committee/Recruitment Committee exists, which is its composition?</strong></td>
<td>Departmental promotion Committee/Recruitment Committee for Group ‘C’ consisting of i) Secretary to Lt. Governor – Chairman ii) Pvt. Secretary to Lt. Governor – Member iii) Under Secretary (CCD)-Member</td>
<td></td>
</tr>
<tr>
<td><strong>13. Circumstances in which Union Public Service Commission is to be consulted in making Recruitment</strong></td>
<td>Not applicable.</td>
<td></td>
</tr>
</tbody>
</table>

(By Order of the Lt. Governor)

(R.Sridharan)
Pvt. Secretary to Lt. Governor
NOTIFICATION

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, read with the Notification No.F5/4/65-GP, dated 11th January, 1965 of the Government of India, Ministry of Home Affairs, New Delhi, the Lieutenant-Governor, Puducherry hereby makes the following rules regulating the method of recruitment to Group ‘C’ (Non Ministerial) post of “Cook” in the Lieutenant-Governor, Puducherry, namely:-

1 **Short title and commencement:** (1) These rules may be called the Government of Puducherry, Group ‘C’ Post of Cook, Recruitment Rules, 2019.

   (2) They shall come into force from the date of their publication in the official gazette.

2 **Application:** - These rules shall apply to recruitment and appointments to the post specified in Sl.No.1 of the Schedule hereto annexed and as are in existence in Raj Nivas, Puducherry.

3 **Number of post, its classification and scale of pay:** - The number of the said post, its classification and the scale of pay attached thereto shall be as specified in Sl.No.2 to 4 of the schedule annexed hereto.

4 **Method of recruitment, age limit and other qualifications:** - The method of recruitment to the said post, age limit, qualifications and other matters relating thereto shall be as specified in Sl.No.5 to 12 of the schedule hereto annexed.

5 **Disqualifications:** - No person,-

6 Who has entered into or contracted a marriage with a person having a spouse living; or

7 Who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post;

   Provided that the Lieutenant-Governor may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

8 **Power to relax:** - Where the Lieutenant-Governor is of the opinion that it is necessary or expedient so to do, he may, by order and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

9 **Saving:** - Nothing in these rules shall affect the reservation, relaxations, in upper age limit and other concessions required to be provided for the scheduled castes, the scheduled tribes and other special category of persons in accordance with the rules framed or orders issued by the Government from time to time in this regard.

(By Order of Lieutenant-Governor)

(R. SRIDHARAN)
PVT. SECRETARY TO LT. GOVERNOR
### SCHEDULE

**RECRUITMENT RULES FOR THE POST OF COOK**

<table>
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<tr>
<th></th>
<th>Name of the Post</th>
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<tbody>
<tr>
<td>1</td>
<td><strong>Cook</strong></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Number of Posts</td>
<td>1 (One) 2019</td>
</tr>
<tr>
<td>3</td>
<td>Classification</td>
<td>General Central Services – Group ‘C’ Non Gazetted – Non Ministerial</td>
</tr>
<tr>
<td>4</td>
<td>Scale of Post</td>
<td>Level-2 in the Pay Matrix</td>
</tr>
<tr>
<td>5</td>
<td>Whether selection post or non-selection post</td>
<td>Not applicable</td>
</tr>
</tbody>
</table>
| 6 | Age limit for direct recruits | Between 18 and 25 years as per DoPT guidelines. (Relaxable for Government servants up to 40 years in accordance with orders instructions issued by Government. provided such govt. servants are working for not less than three years in the posts which are in the same line or allied cadres and where a relationship can be established the services rendered by them in the department will be useful for efficient discharge of duties in the post for which selection is made)  
*Note: The crucial date for determining the age limit in the case of recruitment through Employment Exchange is the last date by which the Employment Exchanges are asked to submit the names.* |
| 7 | Education and other qualifications required | **Essential:**  
- i) A craft certificate course in F&B Services or food production awarded by NCHMCT, New Delhi (or) DTE of the State and  
- ii) 2 years of experience in the Food Production in not less than 3 star category Hotel.  
**Desirable:**  
| 8 | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions/deputation | Age: No  
Educational qualification: To the extent indicated in Column.11 |
| 9 | Period of probation, if any | Two years |
| 10 | Method of recruitment, whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods | By Promotion/Deputation failing which Direct Recruitment. |
| 11 | In case of recruitment by promotion/deputation, grades from which promotion/deputation is to be made | **Promotion**  
Assistant Cook in Level-1 in Raj Nivas Household with 3 years of service rendered in the grade after appointment thereto on regular basis possessing at least SSLC or equivalent.  
**Deputation:** (i) Holding analogous posts on a regular basis or  
(ii) With 3 yrs service in the grade rendered after appointment thereto on regular basis in Level 1 in the Pay Matrix or equivalent.  
(iii) Possessing the qualifications prescribed for direct recruit under column (7). |
| 12 | If a Dept. Promotion Committee/Recruitment Committee exists, which is its composition? | Departmental promotion Committee/Recruitment Committee for Group ‘C’ consisting of  
i)Secretary to Lt. Governor – Chairman  
ii) Pvt. Secretary to Lt. Governor – Member  
iii) Under Secretary (CCD)-Member |
| 13 | Circumstances in which Union Public Service Commission is to be consulted in making Recruitment | Not applicable. |

*(By Order of the Lt. Governor)*

(R.Sridharan)  
Pvt. Secretary to Lt. Governor
NOTIFICATION

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India, read with the Notification No.F5/4/65-GP, dated 11th January, 1965 of the Government of India, Ministry of Home Affairs, New Delhi, the Lieutenant-Governor, Puducherry hereby makes the following rules regulating the method of recruitment to Group ‘C’ (Non Ministerial) post of “Asst. Cook” in the Lieutenant-Governor, Puducherry, namely:

1 Short title and commencement: - (1) These rules may be called the Government of Puduchery, Group ‘C’ Post of Asst. Cook, Recruitment Rules, 2019.

(2) They shall come into force from the date of their publication in the official gazette.

2 Application: - These rules shall apply to recruitment and appointments to the post specified in Sl.No.1 of the Schedule hereto annexed and as are in existence in Raj Nivas, Puducherry.

3 Number of post, its classification and scale of pay: - The number of the said post, its classification and the scale of pay attached thereto shall be as specified in Sl.No.2 to 4 of the schedule annexed hereto.

4 Method of recruitment, age limit and other qualifications: - The method of recruitment to the said post, age limit, qualifications and other matters relating thereto shall be as specified in Sl.No.5 to 12 of the schedule hereto annexed.

5 Disqualifications: - No person,-

6 Who has entered into or contracted a marriage with a person having a spouse living; or

7 Who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post;

Provided that the Lieutenant-Governor may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

8 Power to relax: - Where the Lieutenant-Governor is of the opinion that it is necessary or expedient so to do, he may, by order and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

9 Saving: - Nothing in these rules shall affect the reservation, relaxations, in upper age limit and other concessions required to be provided for the scheduled castes, the scheduled tribes and other special category of persons in accordance with the rules framed or orders issued by the Government from time to time in this regard.

(By Order of Lieutenant-Governor)

(R. SRIDHARAN)
PVT. SECRETARY TO LT. GOVERNOR
# SCHEDULE

## RECRUITMENT RULES FOR THE POST OF ASSISTANT COOK

| No. | Name of the Post                  | : | Assistant Cook |
|-----|-----------------------------------| | | |
| 2.  | Number of Posts                   | : | 1 (One) 2019 |
| 3.  | Classification                    | : | General Central Services – Group ‘C’ Non Gazetted – Non Ministerial |
| 4.  | Scale of Post                     | : | Level- 1 in the Pay Matrix |
| 5.  | Whether selection post or non-selection post | : | Not applicable |
| 6.  | Age limit for direct recruits     | : | Between 18 and 25 years as per DoPT guidelines. (Relaxable for Government servants upto 40 years in accordance with orders instructions issued by Government. provided such govt. servants are working for not less than three years in the posts which are in the same line or allied cadres and where a relationship can be established the services rendered by them in the department will be useful for efficient discharge of duties in the post for which selection is made) Note: The crucial date for determining the age limit in the case of recruitment through Employment Exchange is the last date by which Employment Exchanges are asked to submit the names. |
| 7.  | Education and other qualifications required | : | Essential:  
   i) A craft certificate course in Food production awarded by National Council for Hotel management and Catering Technology, New Delhi (or) Directorate of Technical Education of the State and  
   ii) 1 years of experience in the Food Production in not less than 3 star category Hotel.  
| 8.  | Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotions./deputation | : | Age: Not Applicable |
| 9.  | Period of probation, if any       | : | Two years |
| 10. | Method of recruitment, whether by direct recruitment or by promotion or by deputation /transfer and percentage of the vacancies to be filled by various methods | : | Direct Recruitment. |
| 11. | In case of recruitment by promotion/deputation, grades from which promotion/deputation is to be made | : | Not applicable |
| 12. | If a Dept. Promotion Committee/Recruitment Committee exists, which is its composition? | : | Departmental promotion Committee/Recruitment Committee for Group ‘C’ consisting of  
   i)Secretary to Lt. Governor – Chairman  
   ii) Pvt. Secretary to Lt. Governor – Member  
   iii) Under Secretary (CCD)-Member |
| 13. | Circumstances in which Union Public Service Commission is to be consulted in making Recruitment | : | Not applicable. |

(By Order of the Lt. Governor)

(R. Sridharan)  
Pvt. Secretary to Lt. Governor