

**PANDIT JAWAHARLAL NEHRU COLLEGE OF AGRICULTURE AND RESEARCH
INSTITUTE, SERUMAVILLANGAI, NEDUNGADU, KARAİKAL, PUDUCHERRY**

(Sponsored by Government of Puducherry, Affiliated to Pondicherry University, Accredited by
ICAR, Recognized by UGC & Approved as STAR College by DBT)

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DEAN

No.PJN/Estt(i)/RR/Notification/2025

Dt.23.06.2025

NOTIFICATION

The proposed draft Recruitment Rules for the following posts available in PAJANCOA & RI, Karaikal are uploaded for information of all concerned. It is requested that comments/objections, if any, may be brought to the notice of the undersigned within 30 days from the date of uploading of this Notification in the College web site. The comments/onjections received after the due date will not be entertained.

Sl.No.	Name of the Post
1.	Data Entry Operator
2.	Laboratory Attendant

This is issued with the approval of the Competent Authority.


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To

The Professor and Head,
Dept. Of Agri. Economics & Extension,
PAJANCOA & RI, Karaikal.

- with a request to upload the draft
Recruitment Rules in the college
website

Copy to:

PA to Dean/College Notice Board


**PANDIT JAWAHARLAL NEHRU COLLEGE OF AGRICULTURE AND RESEARCH INSTITUTE,
KARAIKAL.**

SCHEDULE

(1) DRAFT RECRUITMENT RULES FOR THE POST OF DATA ENTRY OPERATOR.

1	Name of the post	Data Entry Operator
2	Number of posts	2 (Two) 2024
3	Classification	General Central Service Group " C" (Non -gazetted , Non-Ministerial).
4	Level in the Pay Matrix	Pay Band 1 Rs.5,200-20,200 + GP Rs.2,800
5	Whether selection post or Non-selection post	Not applicable
6	Age limit for direct recruits	<p>Between 18 and 30 years of age (Relaxable for Govt. servants upto 40 years in accordance with the instructions or orders issued by Central Government, provided such Govt. servants are working for not less than 3 years in posts, which are in the same line or allied cadres and where a relationship can be established that the service rendered by them in the Department will be useful for efficient discharge of duties in the post for which selection is made)</p> <p>NOTE(1) In the case of recruitment made through the employment exchange, the crucial date for determining the age limit shall in each case, be the last date upto which the Employment Exchanges are asked to submit the names.</p> <p>NOTE(2) In case of recruitment made through advertisement the crucial date for determining the age limit shall be closing date of receipt of applications.</p>
7.	Educational and other qualification required for direct recruits.	<p>(i)A Degree in Computer Science/Computer Applications/Information Technology from a recognized University.</p> <p style="text-align: center;">OR</p> <p>Any Degree with one year Diploma in Computer Science / Computer Applications / Information Technology from a recognized University / Institution.</p> <p>(ii) Speed of 8000 depression per hour.</p> <p>(iii)A pass in the Skill Test to be conducted by the Recruitment Committee.</p>
8.	Whether age & educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable.
9.	Period of probation, if any	Two years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation / absorption and percentage of the	<p>By Direct Recruitment.</p> <p>NOTE: Vacancies caused by the incumbents being away on deputation or long illness or surely leave or under other circumstances for a duration of one year or more may be filled on deputation basis from officials of Puducherry Administration:-</p> <p>(a)(i) Holding analogous posts on regular basis;</p>

	vacancies to be filled by various methods.	(or) (ii) With 5 years service in posts in Pay Band-1 Rs.5,200-20,200 with Grade Pay Rs.2,400; and (b) Possessing the qualifications prescribed for direct recruits under column (7).
11	In case of recruitment by promotion /deputation/ absorption, grades from which promotion / deputation / absorption is to be made	Not applicable
12	If a Departmental Promotion Committee/ Recruitment Committee exists, what is its composition.	Group "C" Departmental Promotion Committee (for considering promotion/Departmental Confirmation Committee (for considering confirmation) Recruitment Committee:- 1. Secretary to Govt. (Agriculture) - Chairman , 2. Director of Agriculture - Member , 3. One member nominated by the Chairman of the Board - Member , 4. Dean, PAJANCOA - Member Secretary .


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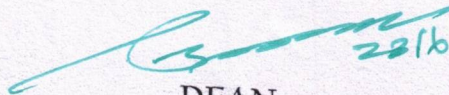
**PANDIT JAWAHARLAL NEHRU COLLEGE OF AGRICULTURE AND RESEARCH INSTITUTE,
KARAIKAL.**

SCHEDULE -

(1) DRAFT RECRUITMENT RULES FOR THE POST OF LABORATORY ATTENDANT.

1	Name of the post	Laboratory Attendant
2	Number of posts	13 (Thirteen) 2024
3	Classification	General Central Service Group " C" (Non -gazetted , Non-Ministerial).
4	Level in the Pay Matrix	Pay Band 1 Rs.5,200-20,200 + GP Rs.1,800
5	Whether selection post or Non-selection post	Not applicable
6	Age limit for direct recruits	<p>Between 18 and 32 years of age (Relaxable for Govt. servants upto 40 years in accordance with the instructions or orders issued by Central Government, provided such Govt. servants are working for not less than 3 years in posts, which are in the same line or allied cadres and where a relationship can be established that the service rendered by them in the Department will be useful for efficient discharge of duties in the post for which selection is made)</p> <p>NOTE(1) In case of recruitment made through advertisement the crucial date for determining the age limit shall be closing date of receipt of applications from candidates.</p> <p>NOTE(2) In the case of recruitment made through the employment exchange, the crucial date for determining the age limit shall in each case, be the last date upto which the Employment Exchange are asked to submit the names.</p>
7.	Educational and other qualification required for direct recruits.	<p>Essential: A pass in S.S.L.C., or equivalent.</p> <p>Desirable: One year experience in a reputed laboratory.</p>
8.	Whether age & educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable.
9.	Period of probation, if any	Two years
10.	Method of recruitment, whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods.	<p>By Direct Recruitment.</p> <p>NOTE: Vacancies caused by the incumbents being away on deputation or long illness or study leave or under other circumstances for a duration of one year or more may be filled on deputation basis from officers of Puducherry Administration.</p> <p>(i)Holding analogous posts on regular basis, and, (ii)Possessing the qualification prescribed for direct recruits.</p>

11	In case of recruitment by promotion /deputation/ absorption, grades from which promotion / deputation / absorption is to be made	Not applicable.
12	If a Departmental Promotion Committee/ Recruitment Committee exists, what is its composition.	<p>Group "C" Departmental Promotion Committee (for considering promotion/Departmental Confirmation Committee (for considering confirmation) Recruitment Committee:-</p> <p>1.Secretary to Govt. (Agriculture) - Chairman, 2.Director of Agriculture - Member, 3.One member nominated by the Chairman of the Board - Member, 4.Dean, PAJANCOA - Member Secretary.</p>
13	Remarks	Nil


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