

No. 101/PSHEC/MSPSHEC/Estt/2025  
GOVERNMENT OF PUDUCHERRY  
**PUDUCHERRY STATE HIGHER EDUCATION COUNCIL**  
**PUDUCHERRY**

Puducherry, dt.

To

The Secretary to Govt.(DP&AR)  
Govt. of Puducherry.  
Chief Secretariat,  
Puducherry.

Sir,

**Sub: PSHEC – Engagement of retired officials as Consultant on  
Contract Basis – Inviting of applications – Issue of Notification –  
Regarding.**

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I am directed to request that the enclosed notification regarding the engagement of retired officials as Consultants on a contract basis may kindly be arranged to be published on the DPAR website for wide publicity and information.

Encl: As above.

Yours faithfully,

*Dr K. Ashok*  
05/05/25

**(Dr K. ASHOK)**  
**Member Secretary/ PSHEC**



**GOVERNMENT OF PUDUCHERRY**  
**OFFICE OF THE PUDUCHERRY STATE HIGHER EDUCATION COUNCIL**  
**PUDUCHERRY**

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No. 101/PSHEC/MSPSHEC/Estt/2025/

Dated:

**NOTIFICATION**  
**ENGAGEMENT OF RETIRED OFFICIALS AS CONSULTANT ON CONTRACT**  
**BASIS IN PSHEC, PUDUCHERRY**

Applications in the prescribed forms are invited from the officials who retired from Government Service for engagement on Contract basis to serve in the Office of the Puducherry State Higher Education Council, Puducherry.

Sl. No.	Name of the Post	No. of post to be engaged	Eligibility to apply	Monthly payment
1.	Consultant	1	Retired Govt. Servant not below the rank of JAO / Superintendent to handle scheme related works and accounts matters relating to PSHEC and the RUSA / PM-USHA Projects.	As per Finance Department guidelines
2.	-Do -	1	Retired Govt. Servant of the rank of Assistant to put up files in relation to the Schemes and administrative matters relating to PSHEC and RUSA / PM-USHA projects	

- i) Age limit: Not exceeding 62 years.
- ii) The application form is prescribed in the Annexure-I.
- iii) The last date for receipt of the application: **09.05.2025**
- iv) The duly filled-in application form shall be superscribed on the envelope as **"Application for engagement of retired officials as Consultant on Contract basis in Puducherry State Higher Education Council"** and sent only by post to reach the Member Secretary, Puducherry State Higher Education Council, Higher and Technical Education Complex, Lawspet, Puducherry – 605 008 on or before the last date fixed above.
- v) The engagement is on a full-time basis.
- vi) The decision of the Vice-Chairman, Puducherry State Higher Education Council regarding the selection of candidate will be final and no representation will be entertained in this regard.
- vii) Application incomplete in any aspect will be summarily rejected.
- viii) The Vice-Chairman, Puducherry State Higher Education Council also reserves the right of any amendment, cancellation and changes to this advertisement as a whole or in part without assigning any reason or giving notice.

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2. **Terms and conditions:**

i) The contract engagement will be on full-time basis and the monthly payment will be paid as per Finance Dept guidelines.

ii) The other terms and conditions of the agreement shall be in accordance with the ID Note/Memorandum No.46324/FD/F3/2014 dated 11.09.2014 of the Finance Department, Puducherry. On selection, the retired official shall execute an agreement in the prescribed form. All expenses towards stamp duty, etc. shall be borne by the individual.

iii) The engagement on a contract basis shall be purely of temporary nature against the specific jobs and the same will be cancelled at any time without assigning any reason.

iv) The Consultant (on contract basis) should attend all the works related to Puducherry State Higher Education Council and the other work as assigned by the Member Secretary, PSHEC from time to time.

v) TA/DA on the official tour will be paid as per the entitlement.

Digitally signed by  
ASHOK K  
Date: 02-05-2025  
10:07:25  
Member Secretary  
PSHEC



# ANNEXURE-I

## PROFORMA

Recent passport-size photo to be pasted here

1. Name :
2. Date of birth :
3. Address for communication :
4. Contact number :
5. E-mail id :
6. Particulars of Government service :
  - i. Date of joining in Govt. service :
  - ii. Date of retirement and the post in which retired :
  - iii. Name of the Department/organization from which retired :
  - iv. Last Pay drawn (copy of PPO to be enclosed :
7. Educational qualification :
8. Details of knowledge of computer :
9. Brief particulars of experience with Nature of duties performed (starting from the initial appointment)

Sl.No.	Name of the department	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 a vigilance angle at the time of retirement.

**Signature of the Applicant**

Place:

Date: