



NO.AST/SDE 40/FORWARDING/VOL.II/23

Dated 09/06/2017

Sub: Volunteers in SDE cadre for posting in TERM Cell, DoT, Chennai-reg.

Ref: DDG TERM CHN/P&T/2015-17/51 dt 19/04/2017.

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With reference to the letter cited above, Volunteers are called for from the officers in the grade of SDEs for working in TERM Cell in the Department of Telecom at Ethiraj Salai, Chennai.

The following conditions in this regard are brought to the notice of all concerned.

1. Only those officers, who can work for a minimum period of 3 years in DoT Cell may apply.
2. Officers who are likely to get promotion or likely to be shifted on account of long standing at Chennai etc need not apply and such applications need not be forwarded to this office by the concerned units.
3. Also, officers who have volunteered earlier but could not be selected are advised to apply fresh in case they are still interested to join DoT.
4. The volunteers will be posted against the existing vacancy and vacancy likely to come in the next one year.
5. Applications falling under the following categories will not be entertained:
  - a) Not routed through proper channel
  - b) Received without specific recommendations of the GM concerned on the proforma.
  - c) Incomplete applications in any respect/applications received after the last date specified/direct advance applications.
6. Officer on his/her selection and posting at TERM Cell shall be prepared to forego his/her claim for local looking after arrangement in the Circle even if his/her turn matures as per seniority.
7. Wide publicity may be given to the circular. The completed application in the proforma attached, with specific recommendation of the Head of Circle/units shall be sent to the Deputy General Manager (HR/Admn), Chennai Telephones, No.89, Millers Road, Chennai-600 010 not later than **20/06/2017**.

This is issued with the approval of the competent authority

Encl: Annexure

*Sivakami Natarajan* 9/6/2017  
ASSISTANT GENERAL MANAGER (ADMN)  
BSNL-CHENNAI TELEPHONES

To:

1. PPS to CGM – for kind information of CGM
2. All PGMs/GMs/Addl. GMs/DGMs of Chennai Telephones (through Intranet) for wide circulation among all SDEs working under them
3. AGM Pers, BSNL CO, ND
4. Director TERM Cell, DoT, Chennai
5. Intranet

PROFORMA FOR VOLUNTEERS FOR POSTING AS SDEs in DOT TERM CELL  
CHENNAI

1. NAME IN CAPITAL LETTERS :
2. DESIGNATION :
3. PLACE OF POSTING :
4. FULL POSTAL ADDRESS WITH PINCODE  
(OFFICIAL) TEL.NO: WITH STD CODE  
(RESIDENCE) /CELL NO: :
5. a) DATE OF BIRTH :  
b) DATE OF SUPERANNUATION :
6. HRMS NO: :
7. BASIC EDUCATIONAL QUALIFICATIONS :
8. ADDITIONAL QUALIFICATIONS ACQUIRED:
9. DETAILS OF CONTROLLING OFFICER :
10. DATE FROM WHICH WORKING IN  
THE PRESENT POST :
11. DISCIPLINE OF SPECIALIZATION :
12. DATE OF REGULAR PROMOTION  
TO THE PRESENT CADRE :
13. LIST OF TRAINING COURSES UNDERGONE  
IN THE SPECIFIED TOPICS IN INDIA/  
ABROAD (ATTACH SEPARATE SHEETS) :
14. QUALIFICATION/EXPERIENCE IN THE  
FIELD (ATTACH ADDITIONAL SHEET) :

SIGNATURE OF THE APPLICANT

15. FORWARDING/RECOMMENDATIONS OF CONTROLLING OFFICER: