

No.5/10/2014-CS.I (U)
Government of India
Ministry of Personnel, Public Grievances & Pensions
(Department of Personnel & Training)

2nd Floor, Lok Nayak Bhavan,
Khan Market, New Delhi-3

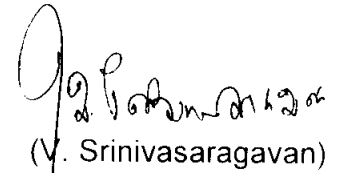
Dated the 31st December, 2015

OFFICE MEMORANDUM

Subject: Filling up of one post of Under Secretary in IF Wing, Department of Commerce (Supply Division), Mumbai – reg.

The undersigned is directed to say that one post of Under Secretary of CSS in IF Wing, Department of Commerce (Supply Division), Mumbai is vacant. The post is required to be filled up in terms of Rotational Transfer Policy of CSS. Accordingly, Under Secretaries of CSS willing to be considered to the aforesaid post may submit their applications in the attached format latest by 15.01.2016 through proper channel. Substitute in place of the selected officer will be provided in due course.

2. While forwarding the applications, it should be ensured that the data in respect of officers applying for the post is complete in all respects in the Web Based Cadre Management System at cscms.nic.in.



(V. Srinivasaragavan)
Under Secretary to the Government of India
Tel: 24629412

To

All Ministries/Departments through website of DoPT.

PROFORMA

1.	Name CSL No.	
2.	Designation	
3.	Date of Birth	
4.	Present Ministry/Department	
5.	Personal contact number	

6. Experience (including deputation details):

S. No.	Grade	Ministry/ Department	Period	Subject dealt (in brief)
(a)	Assistant/ PA			
(b)	Section Officer			
(c)	Under Secretary			

7. Reasons for seeking posting in IF Wing, Supply Division, Mumbai:

8. Data in respect of the undersigned in the web based cadre management system is complete in all respect.

Date:_____

(Signature of the applicant)