

IMMEDIATE

No. 273/US(CS-I(D))/2008
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
(CS Division)

Lok Nayak Bhawan, Khan Market
New Delhi, the 15th April, 2008

OFFICE MEMORANDUM

Sub : Filling up of the post of Resident Director, Trade Promotion Office, Marine Products Export Development Authority (MPEDA), New York, USA reg.

The undersigned is directed to enclose herewith a communication No.1/8/2003/EP(MP)/E-IV dated 08.04.08 along with application proforma received from Department of Commerce on the above subject. CSS officers who are willing to be considered for the above post are requested to forward their application to the undersigned latest by 21.04.08 positively for onward submission to the Department of Commerce.

Encl : as above.



(Deepak Israni)

Under Secretary to the Govt of India
Tel.24629413

All Ministries/Departments

Copy to :

1. Technical Director, NIC, DOP&T, LNB
2. Shri Anurag Saxena, Director, Department of Commerce, Udyog Bhawan, New Delhi – w.r.t his communication No. 1/8/2003/EP(MP)/E-IV dated 08.04.08

URGENT

No.1/8/2003/EP(MP)/E-IV
Government of India
Ministry of Commerce & Industry
Department of Commerce

Udyog Bhawan, New Delhi
Dated the 8th April, 2008.

To

Shri R.K. Ojha
Deputy Secretary (CS.I)
Department of Personnel & Training
Room No.209
Lok Nayak Bhawan
New Delhi.

Subject : Filling up of the post of Resident Director, Trade Promotion Office, Marine Products Export Development Authority (MPEDA), New York, USA – reg.

Sir,

I am directed to say that Department of Commerce is in the process of filling up the post of Resident Director in the New York Branch of Trade Promotion Office of Marine Products Export Development Authority (MPEDA), under its administrative control of Department of Commerce. The post is in the pay scale of Rs.1500-2000 (pre-revised). According to the Recruitment Rules, the post will be filled up in the following manner:-


'by selection from amongst Officers of the Marine Products Export Development Authority in the scale of Rs.1100-1600 (or above) with at least seven years' experience as Deputy Director and/or as Joint Director and Officers of IAS and Central Services Class I (including Selection Grade of the CSS), eligible for appointment to the post of Deputy Secretary in the Government of India Secretariat. Selection will be made by the Government of India after considering recommendations of a Committee consisting of a representative of the Ministry of Commerce, Chairman, Marine Products Export Development Authority, and Directors, Marine Products Export Development Authority. Appointment will be made by the Marine Products Export Development Authority subject to approval of the Government of India. (If an Officer of the MPEDA in the scale of Rs.1500-2000 is considered in the above selection, selected and appointed, such appointment shall be transfer appointment).

2. It is requested that a panel of suitable CSS officers may be sent to this Department along with their ACR dossiers for considering them for the said post. These officers will be considered alongwith the eligible officers in MPEDA and those working in the Department of Commerce.

3. The panel may be sent by 21st April, 2008 so that a suitable officer can be selected for this post before the tenure of existing incumbent expires on 6th June, 2008.

Thanking you.

Yours faithfully,


8/4/2008
(ANURAG SAXENA)
Director

APPLICATION PROFORMA

1. Name and Address (in BLOCK letters) :
2. Date of Birth :
3. Education Qualifications :
4. Experience particulars :
5. Details of employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient:

Office/institution/ organization	Post held	From	To	Scale of pay and basic pay	Nature of duties

6. Present pay scale and total emoluments drawn per month:
7. Additional information, if any which you would like to mention in support of your suitability for the post. If the space is insufficient, enclose a separate sheet.
8. Whether belongs to SC/ST :

Signature of the Candidate

Place :

Date: