

4/6/2021-CS-I (D)
Government of India
Ministry of Personnel, P.G. and Pensions
(Department of Personnel & Training)

2nd Floor, Lok Nayak Bhawan,
New Delhi –110003.
Dated: December 14, 2021.

OFFICE MEMORANDUM

Subject:- Filling up the cadre posts of the Central Secretariat Service at the level of DS/Director in Debts Recovery Tribunal (DRT-Allahabad) and Directorate General of Labour Bureau (DGLB-Chandigarh).

It is proposed to fill up vacant posts of Central Secretariat Service at the level of DS/Director in the following offices, in accordance with guidelines laid down in DoPT's O.M. No. 21/2/2009-CS.I(P) dated 16.07.2015:

S.No.	Ministry/Department	Place of Posting	No. of vacancies
1	Debts Recovery Tribunal (DRT), Department of Financial Services, Ministry of Finance	Allahabad	01
2	Directorate General of Labour Bureau (DGLB), Ministry of Labour & Employment	Chandigarh	01

2. Applications of Deputy Secretaries/Directors (along with the personal information in the format annexed), who are willing to be considered for the above mentioned post(s), may be forwarded to this Division latest by January 15, 2022 through proper channel. Any application received after 15.01.2022, will not be entertained.

3. While forwarding the application(s), the vigilance status of the officer concerned may also be intimated. It should also be ensured that the data in respect of officer applying for the post is complete in all respects in the web based cadre management system at cscms.nic.in.

4. After Selection of the officer, no request for retention of the officer or cancellation of the transfer order will be entertained. Suitable substitute(s) to the selected officer will be provided to Ministries/Departments concerned, in due course of time.


(Ravi Vazirani)

Under Sectary to the Govt. of India
Telefax: 24629413

To,

All Ministries/ Departments/
Organisations participating in CSS

PROFORMA

Application for the post of.....

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			
(d)	Deputy Secretary			
(e)	Director			

7. Reasons for seeking posting in.....

8. Certified that I have verified my data in web based cadre management system and the data available therein is complete, correct and up to date.

Date:.....

(Signature of the applicant)

(For Admn. Division of Ministry/Department)

Forwarded

It is certified that the details of the officer in the web based cadre management system is complete, correct and up to date.

Date:.....

Signature:

Name: