

No.10/11/2013-EO(SM-I)
Government of India
Secretariat of the
Appointment Committee of the Cabinet
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training

New Delhi, 10th September, 2015

To

1. The Chief Secretaries, All the State Governments.
2. The Secretaries, All the Ministries/Departments of the Government of India

Subject:- Filling up the post of **Chairman (Joint Secretary level), Tea Board, Kolkata** under the **Department of Commerce** – reg.


Sir/Madam,

It is proposed to fill up the post of **Chairman (Joint Secretary level), Tea Board, Kolkata** under the **Department of Commerce** in the pay band Rs. 37,400-67,000/- (PB-4) plus Grade Pay of Rs. 10,000/- on deputation basis.

2. Names of willing and eligible officers, who have been empanelled to hold Joint Secretary or equivalent posts at the Centre under the Central Staffing Scheme, may be recommended to this office along with cadre clearance, vigilance clearance, detailed bio-data, viz. name, date of birth, service, batch, contact telephone number, email address, educational qualifications, complete experience/posting details etc. CR dossiers/certified ACRs for the last five years and details of debarment & cooling off in respect of past central deputation. In case the officers are currently on Central deputation, the nomination may be forwarded with the approval of the Minister-in-charge concerned.

3. It is requested that the applications of the eligible candidates may be forwarded so as to reach this Department **within one month** from the date of issue of this circular.

Yours faithfully,


(Nandini Paliwal) 10/09/15

Deputy Secretary to the Government of India
Tel. No. 011-2309 2187

Copy to:-

1. Department of Commerce (Ms. Rita A Teotia, Secretary), New Delhi w.r.t. their letter No. A-12022/4/2010-E.IV dated 27.08.2015.
- ✓ 2. Technical Director, NIC, Computer Cell, DoPT, North Block, New Delhi for uploading this vacancy circular on the official website of this Department immediately.
3. Deputy Secretary (MM), DoPT, New Delhi with a request to arrange to upload this vacancy circular through bulk e-mailing system of officers.