

MOST IMMEDIATE

No.18/39/2008-EO(SM-I)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training  
.....

New Delhi, the 3<sup>rd</sup> March, 2009.

To

- (i) The Chief Secretaries, All the State Governments
- (ii) The Secretaries of all the Ministries/Departments of Government of India.

Subject: Filling up of the post of Senior Adviser to Executive Director, Asian Development Bank, Manila (Joint Secretary level) under the Department of Economic Affairs.

\*\*\*\*\*

Sir,

It is proposed to fill up of the post of Senior Adviser to Executive Director, Asian Development Bank, Manila (Joint Secretary level), under the Department of Economic Affairs which fall vacant on 1<sup>st</sup> May , 2009. The following eligibility criteria have been laid down for making a selection to the post:

**Mandatory Qualification/Experience/Requirements:**

- (i) The officer must have been empanelled to hold Joint Secretary or equivalent posts at the Centre.
- (ii) The officer should be at least 3 batches below the batch next to be considered for empanelment at the Additional Secretary level.
- (iii) The officer must have worked for at least 2 years at the Centre under Central Staffing Scheme.
- (iv) The selected officer will not be permitted to take up foreign assignment, or study leave, or training till the expiry of the assignment.
- (v) The officer must be below 54 years as on the date of vacancy.
- (vi) The officer should not have been on an assignment to foreign/captive post of the Government of India earlier.
- (vii) The officer should not be under debarment from Central deputation.
- (viii) The officer should be clear from vigilance angle and their integrity certified.
- (ix) The officer should have at least 3 years work experience in Departments/Ministries related to economics, public finance and international trade.

**Desirable qualifications/experiences:**

- (i) Experience in Ministries dealing with economic and commercial matters, particularly, Department of Economic Affairs.

3. It is requested that the names of the officers, who possess the mandatory qualification/experience, as stated above, may be sent to this Department along with their detailed bio-data; CR dossiers of the officers; their vigilance clearance and integrity certificate, within a period of three weeks of issue of this letter.

Yours faithfully,



( A.K. Singhal )  
Director(SM)

✓ Copy to NIC, Department of Personnel and Training, North Block, for placing it on the website of the Department.