

No. 4/1/2012-EO(MM-II)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

North Block, New Delhi-110001
Dated the 9th November, 2012.

To,

1. **The Chief Secretaries,
All State Governments.**
2. **All Secretaries of the Cadre Controlling Ministries/Departments of
Government of India, participating in the Central Staffing
Scheme(As per list attached.)**

Subject: Filling up the post of Consul(Education) in the Consulate General of
India(CGI), New York under the Ministry of Human Resource
Development(MHRD).

Sir/Madam,

It is proposed to fill up the post of Consul(Education), CGI, New York for a
period of 3 years. The post is at DS/Director level.

2. The mandatory and desirable qualifications for the post are as under:

(A) Mandatory Qualifications:-

- i) DS/Director level officers from Indian Administrative Service/Central Services.
- ii) Possessing two years experience in educational administration.
- iii) The officer must have worked for at least two years at the Centre under the Central Staffing Scheme.
- iv) The officer should be clear from vigilance angle.
- v) The officer should not be debarred from Central deputation.
- vi) The officer should have at least "Very Good" service record. However, preference will be given to officers who have an 'Outstanding' service record with a grading of 9 and above.
- vii) The officer should not be over 54 years of age.
- viii) The officer should not have been posted on an assignment in a foreign/captive post of the GOI, earlier.
- ix) The officer should not have been nominated for foreign training or should not be on training or foreign assignment currently.
- x) The officer should not be on study leave or long leave.
- xi) The officer should be a least one batch below the batch currently empanelled as Joint Secretary.

(B) Desirable Qualifications

Exposure to multilateral and international Organizations.

Contd...

3. The post may be circulated amongst officers in the Government of India and State Governments, eligible to be appointed at Deputy Secretary/Director level in the Government of India on priority basis. Names of willing and eligible officers who can be spared by the State Governments/Ministries/Departments may be forwarded to this Department along with **cadre clearance, vigilance clearance, detailed bio-data in the enclosed pro-forma and CR Dossier**. It may also be ensured that the 'Cooling off', after a previous stint on deputation, if any, is completed and the officer is eligible to be appointed on Central Deputation.

4. Officers of the Advisory cadre of the Ministry of Human Resource Development are eligible under suitably modified criteria. However, they need not apply in response to this vacancy circular.

5. It is requested that the application of the eligible candidate(s) may please be forwarded so as to reach this Department not later than 9th December, 2012.

Yours faithfully,

Amarpreet Duggal
9/11/12

(Dr. Amarpreet Duggal)

Dy. Secretary to the Government of India

Copy to:

1. Department of Higher Education, Ministry of Human Resource Development w.r.t. D.O. No. 26-1/2012-UU dated 27th August, 2012
2. NIC Cell, DOP&T for placing on Department Website.
3. PS to DS(MM)" With a request to upload this circular through bulk e-mail system.