

**No.- 4/3/2009-FA (UN)**  
**Government of India**  
**Ministry of Personnel, Public Grievances & Pension**  
**Department of Personnel & Training**

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**North Block, New Delhi-110001**  
**Dated the 30<sup>th</sup> December, 2009**

To,

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

**Subject:- Filling up of the post of Adviser to the Executive Director, International Monetary Fund (IMF), Washington D.C.**

**Sir/Madam,**

It is proposed to fill up the vacancy of Adviser to the Executive Director, International Monetary Fund (IMF), Washington D.C. likely to arise on 15-03-2010.

2. Officers of the rank of Deputy Secretary/Director of the Government of India or equivalent level are eligible for the post. Officers applying for this post should possess the following qualifications and experience:

**A. Mandatory**

1. Minimum 2 years cumulative working experience in the Ministry of Finance/Economic Ministries.
  
2. Substantial graduate level university degree in areas related to the work of the Fund, most desirably, in Economics with an emphasis on macroeconomics, monetary economics, and public finance.
  
3. Familiarity with major Fund-related issues.

## **B. Desirable**

1. Experience of dealing with externally aided projects.
  2. Preference may be given to those who have experience in the Department of Economic Affairs.
  3. Degree in International Trade or MBA.
- 3 It is further required that:
- (i) The officer must have worked for at least 2 years at the Centre under the Central Staffing Scheme.
  - (ii) The officer should be clear from vigilance angle.
  - (iii) The officer should not be debarred from central deputation.
  - (iv) The officer should have at least "Very Good" Service record.
  - (v) The officer should not be over 54 years of age on the date of occurrence of vacancy.
  - (vi) The officer should not have been posted on an assignment in a foreign/captive post of the GOI, earlier.
  - (vii) The officer should not have been nominated for foreign training or should not be on training or foreign assignment currently.
  - (viii) The officer should not be on study leave or long leave.
  - (ix) The officer should have proficiency in standard computer software (MS Word, MS Excel, MS Outlook)
  - (x) The officer should be at least 3 batches below the next batch to be considered for empanelment as Joint Secretary.
4. This post may be circulated amongst all the Deputy Secretary/Director level officers of the State Governments/Ministries/Departments of 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 and certified ACR grading of the last five years. For officers working in the State Government, it may also be ensured that the 'Cooling Off', after a previous stint on deputation, if any, is complete and the officer is eligible to be appointed on Central Deputation as per rules.

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 29<sup>th</sup> January, 2010.

**Yours faithfully,**



**(G. Srinivasan)**

**Under Secretary to the Government of India**

**Copy to:**

✓ **1. NIC Cell, DOP&T, for placing on Departmental Website.**