

**No. 4/3/2011-FA (UN)
Government of India
Ministry of Personnel, Public Grievances and Pension
Department of Personnel & Training**

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North Block, New Delhi, the 23rd December, 2011

To

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

Subject: - Filling up of the post of Adviser (Industry & Engineering) in the Embassy of India, Brussels, under the Department of Commerce, Ministry of Commerce & Industry -reg.

Sir/Madam,

It is proposed to fill up the post of Adviser (Industry & Engineering) in the Embassy of India, Brussels, under the Department of Commerce, Ministry of Commerce & Industry.

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 Qualifications

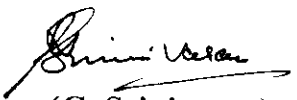
- (i) The officer must have worked for at least 2 years at the Centre under the Central Staffing Scheme.
- (ii) The officer should be clear from vigilance angle.
- (iii) The officer should not be debarred from Central deputation.
- (iv) The officer should have at least "Very Good" Service record.
- (v) The officer should not be over 54 years of age.
- (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 be at least one batch below the batch currently empanelled as Joint Secretary.
- (x) **The officer should have cumulative work experience of at least 2 years in the Ministry of Commerce, Industry, Textiles, Communications and IT of the GOI or in the State Government in Industry, Commerce and IT Department.**

B. Desirable Qualifications:-

1. Experience in Bilateral / International negotiations.
2. Exposure to International Trade.
3. Officers having work experience in dealing with European Union / European Commission.
3. This post may be circulated amongst officers eligible to be appointed at the level of Deputy Secretary / Director 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/faxed to this Department along with **Cadre clearance, Vigilance clearance, detailed Bio-data and certified ACR gradings of the last five years**. 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.
4. It is requested that the application of the eligible candidate (s) may please be forwarded so as to reach this Department not later than **25th January, 2012.**

Yours faithfully,



(G. Srinivasan)

Under Secretary to the Government of India

Copy to:

1. Department of Commerce, Ministry of Commerce & Industry (Sh. Mahender Chaudhary, Under Secretary), Udyog Bhawan, New Delhi w.r.t. O.M. No. 10/2/2011-TA/TC, dated 03/11/2011.
2. NIC Cell, DOP&T, for placing the circular on Departmental Website under "What's New?" Category.

**LIST OF CADRE CONTROLLING AUTHORITIES OF CENTRAL
GROUP 'A' SERVICES**

<u>S.No.</u>	Name	Service
1.	Shri Raj Kumar Singh, Home Secretary, Ministry of Home Affairs, North Block, New Delhi	Indian Police Service
2.	Shri Raj Kumar Singh, Home Secretary, Ministry of Home Affairs, North Block, New Delhi	IAS officers of AGMUT Cadre
3.	Shri Vinay Mittal, Chairman, Railway Board, Ministry of Railways, Rail Bhavan, New Delhi	Indian Railway Services
4.	Shri Vinod Rai, Comptroller & Auditor General of India O/o the C&AG of India, 10, Bahadur Shah Zafar Marg, New Delhi	Indian Audit & Accounts Service
5.	Shri R. Gopalan, Secretary, Ministry of Finance, Department of Economic Affairs, North Block, New Delhi	Indian Economic Service
6.	Shri D.C. Bajaj, Addl. Chief Adviser (Cost), Department of Expenditure, Cost Accounts Branch, Lok Nayak Bhawan, Khan Market, New Delhi.	Indian Cost Account, Service
7.	Smt. Vijayalakshmy K Gupta, Secretary (Defence Finance), Ministry of Defence, South Block, New Delhi	Indian Defence Account, Service
8.	Shri R.S. Gujral, Secretary, Ministry of Finance, Department of Revenue, North Block, New Delhi	Indian Revenue Service (IT)

9. **Shri R.S. Gujral,**
Secretary,
Ministry of Finance,
Department of Revenue,
North Block, New Delhi
**Indian Customs & Central Excise
Service**
10. **Ms. Manjula Prasher,**
Secretary,
Department of Posts,
Dak Bhawan, New Delhi
Indian Postal Service
11. **Shri R. Chandrasekhar,**
Secretary,
Department of Telecommunications,
Sanchar Bhavan, New Delhi
Indian Telecom Service
12. **Shri R. Chandrasekhar,**
Secretary,
Department of Telecommunications
Sanchar Bhavan, New Delhi
**IP&T (Finance & Accounts)
Service**
13. **Shri Shekhar Agarwal,**
Secretary,
Department of Defence-
Production,
South Block, New Delhi
Indian Ordnance Factory Service
14. **Shri Shashi Kant Sharma,**
Defence Secretary,
South Block, New Delhi
Indian Defence Estates Service
15. **Prof. T.C. Anant,**
Secretary,
Ministry of Statistics &
Programme Implementation,
Sardar Patel Bhavan, New Delhi
Indian Statistical Service
16. **Shri Sumit Bose,**
Secretary,
Ministry of Finance,
Department of Expenditure
North Block, New Delhi
Indian Civil Accounts Service
17. **Shri Rahul Khullar,**
Secretary,
Department of Commerce,
Udyog Bhavan, New Delhi
**Indian Supply Service / Indian
Inspection Service**
18. **Shri Jawahar Sarkar,**
Secretary,
Ministry of Information &
Broadcasting,
Shastri Bhavan, New Delhi.
**Indian Information Service / Indian
Broadcasting Engineering Service /
Indian Broadcasting Programme
Service**

19. **Shri Naved Masood,**
Secretary,
Ministry of Corporate Affairs,
Shastri Bhavan, New Delhi. **Indian Company Law Service**
20. **Shri T. Chatterjee,**
Secretary,
Ministry of Environment & Forests,
Paryavaran Bhavan,
C.G.O. Complex, Lodhi Road,
New Delhi **Indian Forest Service**
21. **Shri Sudhir Krishna,**
Secretary,
Ministry of Urban Development,
Nirman Bhavan,
New Delhi. **CES (CPWD)**
22. **Shri A.K. Upadhyay,**
Secretary,
Department of Road Transport
& Highways,
Parivahan Bhavan,
New Delhi **Central Road Engineering Service**
23. **Shri P. Umashanker,**
Secretary,
Ministry of Power,
Shram Shakti Bhavan,
New Delhi **Central Power Engineering Service**
24. **Shri Dhruv Vijay Singh,**
Secretary,
Ministry of Water Resources,
Shram Shakti Bhavan,
New Delhi. **Central Water Engineering Service**
25. **Shri Rahul Khullar,**
Secretary,
Department of Commerce,
Udyog Bhavan,
New Delhi. **Indian Trade Service**
26. **Sh. Shashi Kant Sharma,**
Defence Secretary,
South Block, New Delhi. **Indian Defence Engineering Service**