

**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 26th April, 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 (Information & 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 (Information & Engineering) in the Embassy of India, Brussels, under the Department of Commerce, Ministry of Commerce & Industry, falling vacant on 19/08/2011.

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.


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 grading 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 **31st May, 2011**.

Yours faithfully,



(G. Srinivasan)

Under Secretary to the Government of India

Copy to:

1. Department of Commerce, Ministry of Commerce & Industry (Shri Anurag Saxena, Joint Secretary), Udyog Bhawan, New Delhi w.r.t. D.O. Letter No. 10/1/2011-TA/TC, dated 18/04/2011.

2. NIC Cell, DOP&T, for placing the circular on Departmental Website under "What's New?" Category.

17

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

S.No.	Name	Service
	<i>S/Shri</i>	
1.	Shri G.K. Pillai, Home Secretary, Ministry of Home Affairs, North Block, New Delhi.	Indian Police Service
2.	Shri Vivek Sahai, Chairman, Railway Board, Ministry of Railways, Rail Bhavan, New Delhi.	Indian Railway Service
3.	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
4.	Shri R. Gopalak Secretary, Ministry of Finance, Department of Economic Affairs, North Block, New Delhi.	Indian Economic Service
5.	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

6. Smt. Nita Kapoor,
Secretary (Defence Finance),
Ministry of Defence,
South Block
New Delhi.

Indian Defence Account Service

(14)
(18)

7. Shri. Sunil Mitra,
Secretary,
Ministry of Finance,
Department of Revenue
North Block, New Delhi.

Indian Revenue Service

8. Shri. Sunil Mitra,
Secretary,
Ministry of Finance,
Department of Revenue,
North Block,
New Delhi.

Indian Customs & Central Excise
Service

9. Ms. R. Doraiswamy,
Secretary,
Department of Posts,
Dak Bhavan,
New Delhi.

Indian Postal Service

10. Shri R. Chandrasekhar,
Secretary,
Department of
Telecommunications,
Sanchar Bhavan,
New Delhi.

Indian Telecom Service

11. Shri R. Chandrasekhar,
Secretary,
Department of
Telecommunications
Sanchar Bhavan,
New Delhi.


IP&T (Finance & Accounts) Service

12. Shri Raj Kumar Singh,
Secretary,
Department of Defence

Indian Ordnance Factory Service

Production
South Block, New Delhi.

13. **Shri Pradeep Kumar,**
Defence Secretary,
South Block,
New Delhi **Indian Defence Estates Service**
14. **Prof. T.C. A. Anant,**
Secretary,
Ministry of Statistics &
Programme Implementation
Sardar Patel Bhavan,
New Delhi. **Indian Statistical Service**
15. **Smt. Sushma Nath,**
Secretary,
Ministry of Finance,
Department of Expenditure
North Block,
New Delhi. **Indian Civil Accounts Service**
16. **Shri Rahul Khullar,**
Secretary,
Department of Commerce
Udyog Bhavan,
New Delhi. **Indian Supply Service/Indian**
Inspection Service
17. **Shri Raghuraj Menon,**
Secretary,
Ministry of Information &
Broadcasting,
Shastri Bhavan,
New Delhi. **Indian Information Service/Indian**
Broadcasting Engineering
Service/Indian Broadcasting
Programme Service
18. **Shri R. Bandyopadhyay,**
Secretary,
Ministry of Corporate Affairs,
Shastri Bhavan,
New Delhi. **Indian Company Law Service**

19. **Shri T. Chatterjee**
Secretary,
Ministry of Environment &
Forests,
Parvavaran Bhavan,
CGO Complex, Lodi Road,
New Delhi. Indian Forest Service
20. **Shri Navin Kumar,**
Secretary,
Ministry of Urban
Development,
Nirman Bhavan,
New Delhi. CES (CPWD)
21. **Shri R.S. Gujral,**
Secretary,
Department of Road Transport
& Highways
Parivahan Bhavan,
New Delhi. Central Roads Engineering Service
22. **Shri P. Umashanker,**
Secretary,
Ministry of Power,
Shram Shakti Bhavan,
New Delhi. Central Power Engineering Service
23. **Shri Dhruv Vijay Singh,**
Secretary,
Ministry of Water Resources
Shram Shakti Bhavan,
New Delhi. Central Water Engineering Service
24. **Shri Rahul Khullar,**
Secretary,
Department of Commerce
Udyog Bhavan,
New Delhi. Indian Trade Service
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(21)

25.

Shri Pradeep Kumar,
Defence Secretary,
South Block,
New Delhi

Indian Defence Service Engineers