

No. 49/82/2011-6SII
GOVERNMENT OF HARYANA
CHIEF SECRETARY'S OFFICE
PERSONNEL DEPARTMENT

Dated, Chandigarh, the 07th September, 2011.

To

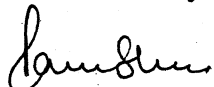
As per list enclosed.

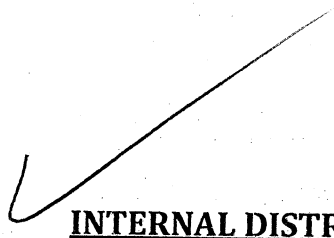
Subject: Filling the post of Minister (Economic) in the Economic Wing, Embassy of India, Washington DC (Joint Secretary level), under the Department OF economic Affairs.

Madam/ Sir,

I am directed to refer to the subject cited above and to enclose a copy of letter No. 18/17/2011-EO (SM-I), dated 04.08.2011 received from Government of India, Ministry of Personnel, Public Grievances and Pensions, Department of Personnel and Training, Office of the Establishment Officer, New Delhi on the subject noted above and to request that in case you are willing to be considered for the post mentioned in the above subject you may kindly send three copies of your bio-data to the Personnel Department (Services Branch-II) at the earliest.

Yours faithfully,

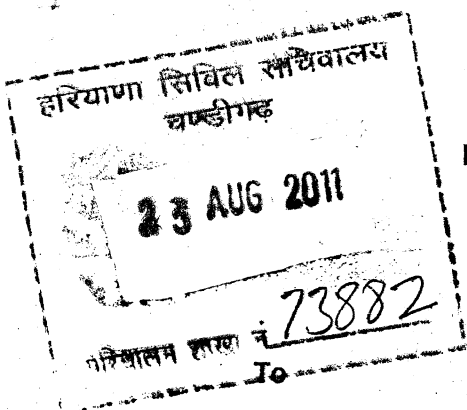

(PAWAN SHARMA)
Superintendent Services-II.


INTERNAL DISTRIBUTION
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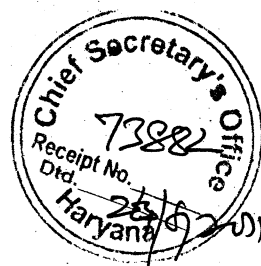
LIST

| Sr.No. | Name of the Officer S/Shri/Smt. | Batch | Present Posting |
|--------|------------------------------------|-------|--|
| 1. | Yudhvir Singh Malik, IAS | 1983 | Financial Commissioner & Principal Secretary to Govt., Haryana, Industries & Commerce, Mines & Geology and Electronics & Information Technology Departments. |
| 2. | S.S. Prasad, IAS | 1984 | Financial Commissioner & Principal Secretary to Govt., Haryana, Higher Education and Languages Department |
| 3. | P. Raghavendra Rao, IAS | 1985 | Financial Commissioner & Principal Secretary to Govt., Haryana, Development & Panchayats Department and Secretary BAC and Commissioner, Gurdwara Elections, Haryana. |
| 4. | Prasanta Kumar Mahapatra, IAS | 1985 | Principal Resident Commissioner, Haryana Bhawan, New Delhi and Chief Administrator, TFAH. |
| 5. | Dhanpat Singh, IAS | 1985 | Financial Commissioner & Principal Secretary to Govt. Haryana, Tourism Department. |
| 6. | Rajni Sekhri Sibal, IAS | 1986 | Director General, HIPA, Gurgaon |
| 7. | Sanjeev Kaushal, IAS | 1986 | M.D. Haryana Power Generation Corpn. Ltd., |
| 8. | T.C. Gupta, IAS | 1987 | Director, Urban Local Bodies, Haryana, Special Secretary to Government Haryana, Urban Local Bodies Department and Project Director, Swaran Jayanti Sheri Rozgar Yojna and State Urban Development Society, Haryana, in Addition to his present duties. |
| 9. | Sudhir Rajpal, IAS | 1990 | Commissioner, M.C., Gurgaon. |
| 10. | R.S.Vundru, IAS | 1990 | Additional Managing Director, Haryana Tourism Corporation. |

MOST IMMEDIATE.



No.18/ 17 /2011-EO(SM-I)
Government of India
Ministry of Personnel, Public Grievances and Pensions
Department of Personnel and Training
Office of the Establishment Officer



New Delhi, Dated the 4-8-2011.

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

Subject: Filling the post of Minister (Economic) in the Economic Wing, Embassy of India, Washington DC (Joint Secretary level), under the Department of Economic Affairs.

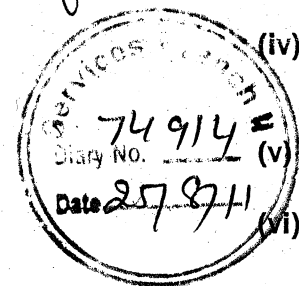
Madam/Sir,

It is proposed to fill the Joint Secretary level post of Minister (Economic) in the Economic Wing, Embassy of India, Washington DC, under the Department of Economic Affairs which fell vacant on 9th November, 2011.

2. The following eligibility criteria has been laid down for making a selection to the post:

Mandatory Qualification/Experience/Requirements:

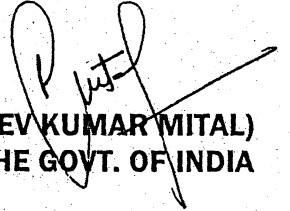
- (i) The officer must have been empanelled to hold Joint Secretary or equivalent posts at the Centre.
- (ii) The officer must not be senior enough to be empanelled as Additional Secretary in next three years.
- (iii) The officers must have worked for at least 2 years at the Centre under Central Staffing Scheme.
- (iv) The officers should not presently be on study leave or foreign assignment or training or likely to proceed on foreign training during the next one year.
- (v) The officers must be below 54 years as on the date of vacancy.
- (vi) The officers should not have been on an assignment to foreign/captive post of the Government of India earlier.
- (vii) The officers should not be under debarment from Central deputation.
- (viii) The officers should be clear from vigilance angle and their integrity certified.
- (ix) The officer should have prior work experience in Trade, Commerce, Industry, Finance, Foreign Investment, Export Promotion, International Development Cooperation etc.



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 the following information within a period of four weeks of issue of this letter:

- (i) Officers detailed bio-data;
- (ii) a write up of 250 words indicating why the candidates feels he/she is suitable for the position;
- (iii) CR dossiers of the officers; and
- (iv) Officers vigilance clearance and integrity certificate,

Yours faithfully,



(RAJEEV KUMAR MITAL)
DEPUTY SECRETARY TO THE GOVT. OF INDIA

Copy to R&I Section, DOPT for onward transmission to Sr. Technical Director, NIC, Computer Cell, DOPT, North Block, New Delhi for uploading this vacancy circular on the official website of this Department, immediately.