

No. 49/112/2011-6SII  
GOVERNMENT OF HARYANA  
CHIEF SECRETARY'S OFFICE  
PERSONNEL DEPARTMENT

Dated, Chandigarh, the 15<sup>th</sup> December, 2011.

To

As per list enclosed.

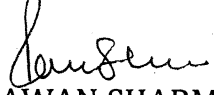
Subject: Filling up the post of First Secretary (Dy. Secretary level)  
[Development Cooperation Wing], Embassy of India, Yangon  
under the Ministry of External Affairs – regarding.

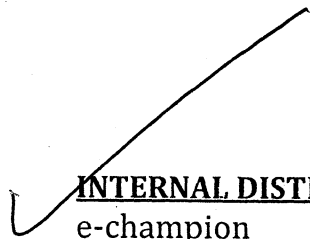
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Madam /Sir,

I am directed to refer to the subject cited above and to enclose a copy of letter No. 8/4/2011-EO(MM-II), dated 28.11.2011 received from Government of India, Ministry of Personnel, Public Grievances & Pensions, Department of Personnel & Training, 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.

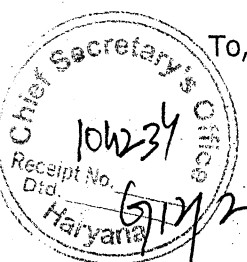
  
**INTERNAL DISTRIBUTION**  
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**LIST**

Sr. No.	Name of the Officer S/Shri/Smt.	Batch	Present Posting
1.	Rakesh Gupta, IAS	1997	Deputy Commissioner, Faridabad
2.	Y.S.Khyalia, IAS	1997	Deputy Commissioner, Jind
3.	Rajeev Ranjan, IAS	1998	Joint Secretary to Govt., Haryana, Finance Department, Member Secretary, 4 <sup>th</sup> State Finance Commission, Haryana and Director, Institutional Finance & Credit Control, Haryana
4.	Ramesh Krishan, IAS	1998	Joint Secretary, Cooperation, PW(B&R) and Architecture Departments
5.	Surjeet Singh, IAS	1998	Administrator, HUDA (Hqrs), Panchkula
6.	M.K.Mahajan, IAS	1998	C.A.Housing Board, Haryana and Joint Secretary, Housing.
7.	Vidya Dhar, IAS	1998	Joint Secretary to Government, Haryana, Technical Education
8.	Vijay Singh, IAS	1999	Joint Secretary, Industrial Training
9.	O.P.Sheoran, IAS	1999	Director-cum-Joint Secretary, Rural Development and CEO, Haryana State Rural Livelihood Mission.
10.	Nitin Kumar Yadav, IAS	2000	Deputy Commissioner, Bhiwani
11.	Pankaj Agarwal, IAS	2000	Deputy Commissioner, Sonapat
12.	Pradeep Kasni, IAS	2000	Director, Industrial Training, Haryana
13.	Vikas Gupta, IAS	2001	Deputy Commissioner, Rohtak and Commissioner, M.C., Rohak
14.	Pankaj Yadav, IAS	2001	Director, Medical Education & Research, Haryana.
15.	Vijay S. Dahiya, IAS	2001	Deputy Commissioner, Palwal
16.	Amneet P.Kumar, IAS	2001	Administrator, HUDA, Faridabad
17.	Praveen Kumar, IAS	2001	Joint Secretary, Land Use Board and Administrator, HUDA, Gurgaon
18.	Abhe Singh Yadav, IAS	2001	Director-cum-Joint Secretary, Elementary Education Department
19.	M.L.Kaushik, IAS	2001	Deputy Commissioner, Fatehabad
20.	R.C.Verma, IAS	2001	Managing Director, Haryana Agro Industries Corporation
21.	J.S.Ahlawat, IAS	2001	Deputy Commissioner, Panipat and Commissioner, Municipal Corpn., Panipat

No. 8/4/2011-EO(MM-II)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

North Block, New Delhi-110001  
dated the 28.11.2011.



To,

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

Subject: Filling up the post of First Secretary(Dy. Secretary level) [Development Cooperation Wing], Embassy of India, Yangon under the Ministry of External Affairs – regarding.

Sir/Madam,

It is proposed to fill up the post of First Secretary (Dy. Secretary level) [Development Cooperation Wing], Embassy of India, Yangon under the Ministry of External Affairs. The officer would be required to work on projects of the Government of India. The work will include formulating project proposals, overseeing the ongoing projects and working with various agencies involved in implementation of the project. The work profile will be to facilitate the implementation of projects, liaising with concerned agencies, etc.

2. Officers of the level of Dy. Secretary in the Government of India eligible for appointment under the Central Staffing Scheme as well as officers of the Central Secretariat Service are eligible for appointment to the post. The period of deputation is 3 years.

3. The eligibility criteria for the post are as under :-

i. Mandatory:

- a. Possessing prior experience in the field of project management and implementation.
- b. Willing to take appointment immediately.

ii. Desirable:

- a. Post Graduate/Graduate in the engineering, science or related disciplines.
- b. Under 45 years.

4. The post may be circulated amongst officers eligible to be appointed at Deputy Secretary or equivalent level in the Government of India on priority basis. Names of willing and eligible officers who can be spared by the Cadre Controlling Authorities may be forwarded to the Department along with **cadre clearance, vigilance clearance, detailed bio-data in the enclosed proforma and CR Dossier**. For officers working in the cadre, 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 as per instructions

5. It is requested that the application(s) of the eligible candidate(s) may please be forwarded so as to reach this department on or before 30.12.2011.

Yours faithfully,

*G. Srinivasan*  
(G. Srinivasan)

Under Secretary to the Government of India

Copy to:

1. Ministry of External Affairs [Sh. Ashok Kumar, Addl. Secretary] w.r.t. D.O. letter No. 2209/AS/(AD) dated 14.11.2011.
2. NIC Cell, DOP&T for placing on Departmental Website.

*G. Srinivasan*  
(G. Srinivasan)

Under Secretary to the Government of India

**Bio-Data**

1	Name	:				
2	Service	:				
3	Batch	:				
4	Cadre(If All India Service)	:				
5	Contact Telephone No. (O)	(R)	(M)			
6	Educational Qualification	:				
7	Complete Experience/Posting Profile					
Sl.No.	Period	Post held/ Organization	Cadre post/ Deputation post	Place of Posting	Brief Job description	
8	Whether clear from Vigilance angle?	:				
9	Whether the officer has been on deputation earlier. If so please provide details of organization, nature of deputation and period (dates) of deputation.	:				
10	Whether the officer is debarred from deputation under the Central Staffing Scheme.	:				

11.           Certified that the above particulars are correct and complete.

Signature:  
Name/Designation & Rubber Stamp  
of officer certifying the above Particulars