

No. 49/45/2013-6SII  
GOVERNMENT OF HARYANA  
CHIEF SECRETARY'S OFFICE  
PERSONNEL DEPARTMENT

Dated, Chandigarh, the <sup>4th</sup> 29 May, 2013.

To

All concerned IAS / HCS Officers.

Subject: Filling up the post of Dy. Jute Commissioner, Office of Jute Commissioner, Kolkata under the Ministry of Textiles - regarding.

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Madam/ Sir,

I am directed to refer to the subject cited above and to say that a copy of letter No. 10/3/2013-EO(MM-II), dated 13.05.2013 received from Government of India, Ministry of Personnel, Public Grievances & pensions, Department of Personnel & Training, New Delhi is uploaded on the web site (csharyana.gov.in) 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 with an application to the Personnel Department (Services Branch-II) at the earliest.

Yours faithfully,

  
(SATISH SHARMA)  
Superintendent Services-II.

  
**INTERNAL DISTRIBUTION**

e-champion

No. 10/3/2013-EO(MM-II)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Personnel & Training

North Block, New Delhi-110001  
Dated 13.05.2013.

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27/5/13

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PS/CS  
24.5.13

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

Subject: Filling up the post of Dy. Jute Commissioner, Office of Jute Commissioner, Kolkata under the Ministry of Textiles - regarding.

Sir/Madam,

This is regarding filling up the post of Dy. Jute Commissioner, Office of Jute Commissioner, Kolkata under the Ministry of Textiles on deputation basis under the Central Staffing Scheme.

2. Officers of the rank of Deputy Secretary/Director of the Government of India or equivalent level, eligible for appointment under the Central Staffing Scheme are eligible for the post. The period of deputation is 4/5 years for Dy. Secretary/Director respectively.

3. The post may be circulated amongst officers eligible to be appointed at Deputy Secretary/Director or equivalent level 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 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 complete and the officer is eligible to be appointed on Central Deputation as per instructions.

4. It is requested that the application(s) of the eligible candidate(s) may please be forwarded so as to reach this Department within one month from the date of issue of this circular.

Yours faithfully,

*Amarpreet Duggal*  
13/5/13

(Dr. Amarpreet Duggal)

Deputy Secretary to the Government of India

Tel: 23092842.

45243  
28/05/2013

- 1 Ministry of Textiles, [Sh. Sujit Gulati, Jt. Secretary], Udyog Bhavan, New Delhi w.r.t. D.O. No. 12022/4/2005-Estt. dated 29.04.2013.
- 2 NIC Cell, DOP&T for placing on Departmental Website.
- 3 PS to DS(MM) for uploading the circular through bulk e-mail system.

**Bio-Data**

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

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

Signature of the applicant  
date:\_\_\_\_\_

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

**Note:**

Columns 1-8 to be filled in by applicant.

Columns 9-12. to be filled in by Cadre Controlling Authority.