

**MOST IMMEDIATE/OUT TODAY**

No. 3/3/2016-FA (UN)  
Government of India

Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel & Training



North Block, New Delhi,  
Dated the 2<sup>nd</sup> May, 2016

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 Counsellor (Services), Permanent Mission of India (PMI), WTO, Geneva.

Sir/Madam,

It is proposed to fill up the post of Counsellor (Services), Permanent Mission of India (PMI), WTO, Geneva for a period of three years. The post is at DS/Director level.

2. **The mandatory and desirable qualifications for the post are as under:-**

**A. Mandatory Qualifications**

- i. The officer must have worked for at least two years at the Centre under the Central Staffing Scheme.
- ii. The officer should have experience in trade, commerce, industry and allied sectors either at the Centre or in the State Government/Cadre.
- iii. The officer should be clear from vigilance angle.
- iv. The officer should not have been debarred from central deputation.
- v. The officer should have at least 'Very Good' Service record. However, preference will be given to officers who have 'Outstanding' service record with a grading of 9 and above.
- vi. The officer should not be over 54 years of age.
- vii. The officer should not have been posted on an assignment in a foreign/captive post of the Government of India, earlier.
- viii. The officer should not have been nominated for foreign training or should not be on training or foreign assignment, currently.
- ix. The officer should not be on study leave or long leave.
- x. The officer should be at least one batch below the batch of officers which is currently empanelled to hold the post of Joint Secretary or its equivalent with the Central Government.

**B. Desirable Qualifications**


- i. Exposure to international negotiations in trade, commerce, industry and allied sectors.

: 2 :

3. This post may be circulated amongst officers eligible to be appointed at the level of Deputy Secretary/Director in the Government of India. 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, ACR Dossier and certified ACR grading for 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.

4. It is requested that the applications of the eligible candidates may please be forwarded so as to reach this Department by **1<sup>st</sup> June, 2016**.

Yours faithfully,

  
(J. Srinivasan)  
Deputy Secretary (MM)

**Copy to:**

1. Department of Commerce (Ms. Rita A. Teatia, Secretary), Udyog Bhawan, New Delhi.
2. NIC Cell, DOP&T, for placing the circular on the Department's website under "What's New?" category.
3. PS to DS (MM): with a request to upload this circular through bulk e-mail system.