

No. 49/21/2011-6SII
GOVERNMENT OF HARYANA
CHIEF SECRETARY'S OFFICE
PERSONNEL DEPARTMENT

Dated, Chandigarh, the 3rd March, 2011.

To


As per list enclosed.

Subject: Filling the post of Minister (Economic), High Commission of India (HCI) London (Joint Secretary level) under the Department of Commerce.

Madam /Sir,

I am directed to enclose a copy of letter No. 10/7/2011-EO (SM-I), dated 09th February, 2011 received from Government of India, Ministry of Personnel, Public Grievances and 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.


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LIST

Sr. No	Name S/Shri/Smt./K	Batch	Present Posting
1.	Keshni Anand Arora, IAS	1983	Financial Commissioner and Principal Secretary to Govt., Haryana, Transport and Civil Aviation Departments
2.	Yudhvir Singh Malik, IAS	1983	Financial Commissioner & Principal Secretary to Govt., Haryana, Industries & Commerce, Mines & Geology and Electronics & Information Technology Departments.
3.	Rajan Kumar Gupta, IAS	1983	Financial Commissioner & Principal Secretary to Govt., Haryana, Health Department
4.	Navraj Sandhu, IAS	1984	Financial Commissioner & Principal Secretary to Govt. Haryana, Food & Supplies Department.
5.	S.S. Prasad, IAS	1984	Financial Commissioner & Principal Secretary to Govt., Haryana, Higher Education and Languages and Science & Technology Departments.
6.	P. Raghavendra Rao, IAS	1985	Financial Commissioner & Principal Secretary to Govt., Haryana, Development & Panchayats and Environment Departments and Secretary BAC and Commissioner, Gurdwara Elections, Haryana.
7.	Prasanta Kumar Mahapatra, IAS	1985	Principal Resident Commissioner, Haryana Bhawan, New Delhi and Chief Administrator, TFAH.
8.	Dhanpat Singh, IAS	1985	Financial Commissioner & Principal Secretary to Govt. Haryana, Social Justice & Empowerment and Welfare of SCs & BCs Department.
9.	Rajni Sekhri Sibal, IAS	1986	Executive Director, HIPA, Gurgaon
10.	Sanjeev Kaushal, IAS	1986	M.D. Haryana Power Generation Corpn. Ltd.,
11.	Pranab Kishore Das, IAS	1986	Special Secretary, Health and Mission Director, National Rural Health Mission and Commissioner, Food and Drugs Authority, Haryana.
12.	Dheera Khandelwal, IAS	1986	Director General-cum-Special Secretary, Higher Education
13.	Jyoti Arora, IAS	1987	M.D.HVPN and Special Secretary, Power and Director, Power Reforms, Haryana.
14.	T.C. Gupta, IAS	1987	Director General-cum-Special Secretary, Town & Country Planning and Urban Estates.
15.	Avtar Singh, IAS	1987	Commissioner, Hisar Division, Hisar
16.	Rajiv Arora, IAS	1987	M.D, HSIIDC and MD, Haryana Financial Corporation
17.	Arun Kumar, IAS	1989	M.D., Uttar Haryana Bijli Vitaran Nigam, Panchkula, Additional M.D. Haryana Vidyut Prasarn Nigam Ltd. and Director, Renewable Energy, Haryana.
18.	Sudhir Rajpal, IAS	1990	Commissioner, M.C., Gurgaon.
19.	Anurag Rastogi, IAS	1990	Excise and Taxation Commissioner, Haryana and Special Secretary, Excise & Taxation Department.
20.	R.S.Vundru, IAS	1990	Special Secreary, PW (B&R) and Architecture.
21.	Ashok Khemka, IAS	1991	Director-cum-Spl. Secy., Social Justice & Empowerment.
22.	Anil Malik, IAS	1991	M.D.HAFED
23.	A.K. Singh, IAS	1991	Director General, State Transport, Haryana, Adviser, Civil Aviation, Haryana and Special Secretary, Civil Aviation and Transport Departments.

MOST IMMEDIATE

No.10/7/2011-EO(SM-I)

Government of India

Ministry of Personnel, Public Grievances and Pensions

Department of Personnel and Training

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New Delhi, the 9th February, 2011.

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

Subject: Filling the post of Minister (Economic), High Commission of India (HCI) London (Joint Secretary level), under the Department of Commerce.

Sir,

It is proposed to fill the Joint Secretary level post of Minister (Economic), High Commission of India (HCI), London, (Joint Secretary level) under the Department of Commerce which fell vacant on 27th January, 2011. 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 proficiency in computers.
- (x) The officer should possess high levels of tenacity perseverance, intellectual integrity and capacity for hard work.
- (xi) (a) The officer should have prior work experience of Commerce or Agriculture or Industry in the State Government or in the Government of India.
- (b) The officer should have experience in an Economic Ministry of the Government of India.

Desirable Qualifications:

- (a) The officer should have experience and/or familiar exposure to international trade.
- (b) The officer should have experience in bilateral/international trade negotiations.

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 their detailed bio-data; CR dossiers of the officers; their vigilance clearance and integrity certificate, within a period of two weeks of issue of this letter.

Yours faithfully,

(Rajeev Kumar Mital)
Deputy Secretary to the Govt. of India
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Copy to R&I for onward transmission to NIC, Department of Personnel and Training, North Block, for placing it on the website of the Department.

(Rajeev Kumar Mital)
Deputy Secretary to the Govt. of India.
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