

No. 49/94/2010-6SII
GOVERNMENT OF HARYANA
CHIEF SECRETARY'S OFFICE
PERSONNEL DEPARTMENT

Date, Chandigarh, the 28th April, 2011.

To

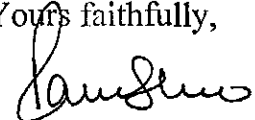
As per list enclosed.

Subject:- Filling up of the Post of Officer on Special Duty in ITPO.

Sir/Madam,

I am directed to refer to the subject cited above and to enclose a copy of letter No. 4-ITPO(29)/E-1/2009, dated 05th April, 2011 received from India Trade Promotion Organisation (A Government of India Enterprise), New Delhi with the 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-II Branch) at the earliest.

Yours faithfully,


(PAWAN SHARMA)
Superintendent Services-II.


INTERNAL DISTRIBUTION
e-champion

LIST

Sr.No.	Name of the Officer S/Shri/Smt.	Batch	Present Posting
1.	M. P. Bansal, IAS	1992	Commissioner, Hisar Division, Hisar
2.	Pushp Raj Singh, IAS	1992	Special Secretary Home-I Department
3.	D.P. S. Nagal, IAS	1992	Chief Administrator, Haryana Urban Development Authority, Panchkula.
4.	Mohinder Kumar, IAS	1992	Secretary to Governor, Haryana
5.	Ashok Kumar Yadav, IAS	1993	Director General -cum-Special Secretary, Agriculture
6.	T. K. Sharma, IAS	1993	Commissioner, Gurgaon Division, Gurgaon, Spl. Commissioner, Health & Nutrition, Chairman, Mewat Development Agency and assisting Dr. N.C. Saxena, who has been appointed Commissioner by Hon'ble Supreme Court in PUCL Vs UOI & Ors (W/P) © 196 of 2001.
7.	Balbir Singh Malik, IAS	1993	Transport Commissioner, Haryana and Special Secretary, Transport Department.
8.	Suresh Kumar Goyal, IAS	1993	Special Secretary, Irrigation and MD, HSMITC.
9.	R.P. Gupta, IAS	1993	Registrar, Cooperative Societies, Haryana
10.	Anurag Agarwal, IAS	1994	Special Secretary, Personnel, Training, Vigilance and Parliamentary Affairs, Director, Training (ex-officio) and Inquiry Officer, Vigilance Departments and Director, Science & Technology, Haryana.
11.	R S Doon, IAS	1994	Deputy PSCM
12.	M S Seharawat, IAS	1994	Chief Executive, Haryana Khadi & Village Industries Board.
13.	R.S.Khara, IAS	1994	M.D., Haryana Agro Industries Corpn.
14.	Suprabha Dahiya, IAS	1994	Administrator, HUDA, Rohtak
15.	Vijayendra Kumar, IAS	1995	Director-cum-Special Secy., Secondary Education Department
16.	D. Suresh, IAS	1995	M.D. Haryana Minerals Ltd, New Delhi and Commissioner, M.C., Faridabad
17.	Chander Parkash, IAS	1995	District Commissioner, Jhajjar
18.	Chhajju Ram Rana, IAS	1995	District Commissioner, Bhiwani.
19.	Rajbir Singh, IAS	1995	Special Secy. to Govt., Haryana, Secretariat Establishment and Monitoring & Coordination.
20.	Subhash Chandra, IAS	1995	Director-cum-Spl. Secy. Welfare of SCs & BCs Department and M.D., Haryana SCs Finance Dev. Corpn. Ltd. and M.D. BCs & Economically Weaker Sections Kalyan Nigam.
21.	Neelam P. Kasni, IAS	1996	Deputy Commissioner, Karnal and Commissioner, M.C. Karnal

वी. के. गाबा

विशेष कार्याधिकारी

V. K. Gauba

Officer on Special Duty



इण्डिया ट्रेड प्रमोशन आर्गनाइजेशन

INDIA TRADE PROMOTION ORGANISATION

(भारत सरकार का उद्यम)

(A Government of India Enterprise)

Mrs. Urvashi Gulati, IAS

Chief Secretary

Govt. of Haryana

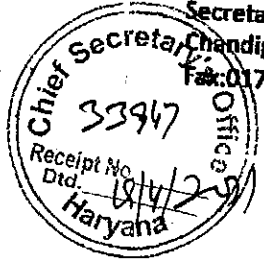
Secretariat

Chandigarh-160001

Fax: 0172-2740917

No.4-ITPO(29)/E-I/2009

Dated: April 5, 2011



CIRCULAR

Sub: Filling up of the post of Officer on Special Duty in ITPO

India Trade Promotion Organisation (ITPO) is a Public Sector Undertaking under the administrative control of the Department of Commerce.

2. It is proposed to fill up one post of Officer on Special Duty in ITPO initially for a period of two years on deputation basis. The post has been exempted from the rule of immediate absorption by the Department of Public Enterprises. The post is at the level of Director in the Government of India. The requirements for the post are that-

- The officer should be dynamic preferably from any of the All India Services/Organised services.
- Should be qualified to hold the post of Director in the Government of India.
- Should have good understanding and exposure to IT systems for management related activities.
- Should have good knowledge of project and programme management and development of appropriate systems for providing suitable solutions to special events and activities as well as normal work in the organisation.
- Officers with engineering/management streams will be preferred.

3. The vacancy may kindly be widely circulated and applications in the enclosed format from interested and eligible officers may kindly be forwarded to the undersigned latest by 29th April, 2011 along with vigilance clearance, integrity certificate and APARs for the preceding five years i.e., from 2005-06 to 2009-10.

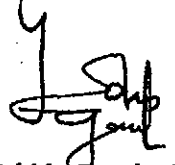
प्रगति भवन, प्रगति मैदान, नई दिल्ली-110001 (भारत)

Pragati Bhawan, Pragati Maidan, New Delhi-110001, India

दूरभाष/Phone : 91-11-23371873 फैक्स/Fax : 91-11-23371913

ई-मेल/E-mail : vijaygauba@yahoo.com

5. Applications not forwarded through proper channel, and not accompanied by vigilance clearance/integrity certificate and attested copies of APARs for the last five years will not be considered.



(V.K. Gauba)

Officer on Special Duty

Encl: format

All Ministries/Departments

All Chief Secretaries of the State Government

All Chief Executives of PSUs

Copy to:

1. PS to CMD
2. PA to ED
3. All officers/Sections of DoC

- 3 -

**APPLICATION FOR THE POST OF OFFICER ON SPECIAL DUTY
IN THE INDIA TRADE PROMOTION ORGANISATION**

1. Name, address & contract No. :
2. Date of Birth/date of superannuation :
3. Service and cadre to which belongs :
4. Complete address of the cadre controlling authority, and the custodian of ACRs in respect of the officer:
5. Educational Qualifications :
6. Details of employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient:

Office/institution/ organisation	Post held	From	To	Scale of pay	Nature of duties
-------------------------------------	--------------	------	----	--------------------	------------------------

7. Cadre controlling authority
8. Additional information, if any, which you would like to mention in support of your suitability for the post. If the space is insufficient, enclose a separate sheet.

Signature of the Candidate

Place:

Date: