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File No. 18/4/2016-EO/SM-I
Government of India

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

E-1031038/16

New Delhi 7th November, 2016

To

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

Subject **Filling up of the post of Minister (Economic & Commercial) (JS level), Embassy of India, Tokyo, Japan under the Department of Economic Affairs.**

Sir/Madam,

It is proposed to fill up the post of **Minister (Economic & Commercial) (JS level), Embassy of India, Tokyo, Japan under the Department of Economic Affairs** vice Shri Arvind Singh, IAS (MH-88). The following eligibility criteria have been laid down for making selection to the post.

Mandatory Qualifications:

- (i) The Officer must have been empanelled to hold Joint Secretary or equivalent posts at the Centre
- (ii) The officer should be at least 3 batches below the batch next to be considered for empanelment at the Additional Secretary level.
- (iii) The officer must have worked for at least 2 years at the Centre under Central Staffing Scheme.
- (iv) The officer should be clear from vigilance angle.
- (v) The officer should not have been debarred from Central deputation.
- (vi) The officer should have at least "Very Good" Service record. However, preference will be given to officers who have 'Outstanding' service record.
- (vii) The officer must be below 54 years of age.
- (viii) The officer should not have been posted on an assignment in a foreign/captive post of the Govt. of India, earlier.
- (ix) The officer should not have been nominated for foreign training or should not be on training or foreign assignment, currently.
- (x) The officer should not be on study leave or long leave.

Desirable qualifications

- (i) Experience in Trade, Commerce, Industry, Finance, Foreign Investment, Export Promotion, International Development Cooperation etc.
- (ii) Experience of working in the Department of Economic Affairs.

2. Names of willing and eligible officers, who can be spared by the Cadre Controlling Authorities, may be forwarded to this Office along with cadre clearance, vigilance clearance, bio-data containing details viz Name, DoB, Service, Batch, Contact Telephone number, e-mail address, educational qualification, complete experience/posting details, etc. CR dossiers/certified ACRs for the last five years, details of debarment & cooling off in respect of past Central deputation. In case the officer is under Central deputation the nominations may be forwarded with the approval of Minister-in-charge concerned.

3. It is requested that applications of eligible and willing officers, may be sent to this Department **within a period of one month** from the date of issue of this letter.

Yours faithfully,


(Rajender Kumar)

Deputy Secretary to the Government of India

Tel: 23092187

Copy to:

1. Department of Economic Affairs (Shri Shaktikanta Das, Secretary), w.r.t. OM No. A-19011/4/2016-Admn-III dated 21.10.2016, New Delhi.
2. Technical Director, NIC, Computer Cell, DOPT, North Block, New Delhi for uploading this vacancy circular on the official website of this Department.
3. Director (MM), DoPT, New Delhi with a request to arrange to upload this vacancy circular through bulk e-mailing system of officers.

E-1031106/16

No.5/2/2016-EO(SM-I)

Government of India

Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
Office of the Establishment Officer

North Block, New Delhi, the 4th November, 2016

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

Subject: Filling up the post of Deputy Director (Administration)(JS Level), All India Institute of Medical Sciences (AIIMS), New Delhi under the Department of Health & Family Welfare.

Sir/Madam,

It is proposed to fill up the post of Deputy Director (Administration)(JS Level), All India Institute of Medical Sciences (AIIMS), New Delhi under the Department of Health & Family Welfare vice Shri V Srinivas, IAS (RJ:89), in the Pay Band of Rs.37,400-67,000/- (PB-4) plus Grade Pay of Rs.10,000/- (pre-revised) on deputation basis for a period of five years.

2. Names of willing and eligible officers, who have been empanelled to hold Joint Secretary or equivalent posts at the Centre under the Central Staffing Scheme may be recommended to this office along with cadre clearance, vigilance clearance, detailed bio-data, viz. name, date of birth, service, batch, contact telephone number, email address, educational qualifications, complete experience/posting details etc., CR dossiers/certified ACRs for the last five years, details of debarment & cooling off in respect of past central deputation. In case the officers are currently on Central Deputation, the nomination may be forwarded with the approval of Minister-in-charge concerned.
4. The post is a non-Central Staffing Scheme post to be filled through the Civil Services Board (CSB) procedure. It may be noted that no 'Mandatory Posting Certificate' for allotment/retention of Government accommodation would be issued by this office to the officer appointed on the above referred post. However, those officers who have served and are currently serving on Central Staffing Scheme post in Delhi for at least four years and require to retain Government accommodation, would be issued a certificate to the effect that the officer concerned has served for at least four years in CSS post and she/he needs to retain Government accommodation for her/his tenure on non-CSS post.
5. It is requested that the applications of the eligible officers may please be forwarded so as to reach this Department within one month from the date of issue of this circular.

Yours faithfully,


(Rajender Kumar)

Deputy Secretary to the Government of India
Tel. No.: 011-2309 2187

4/11/2016

Copy to:

1. Department of Health & Family Welfare (Shri C.K. Mishra, Secretary), New Delhi.
2. Technical Director, NIC, Computer Cell, DOPT, North Block, N. Delhi for uploading this vacancy circular on the official website of this Department, immediately
3. Director (MM), DOPT, New Delhi with a request to arrange to upload this vacancy circular through bulk e-mailing system of officers.