

No.A-50012/7/2014-HRD.1 1987
Government of India
Ministry of Commerce & Industry
Department of Commerce
Directorate General of Foreign Trade
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Udyog Bhawan, New Delhi
Dated: the 13th July, 2015

VACANCY CIRCULAR

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

Department of Commerce has forwarded a Vacancy Circular dated 29.6.2015 issued by the Department of Personnel and Training (DoP&T) for filling up of the post of Minister (Economic) in the High Commission of India, London (Joint Secretary level), under the Department of Commerce (copies enclosed). 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 JS or equivalent level post at the Centre.
- ii. The officer must be at least three batches below the batch next to be considered for empanelment as Additional Secretary to the Government of India.
- iii. The officer must have worked for at least two years at the Centre under the Central Staffing Scheme.
- iv. The officer must be clear from vigilance angle.
- v. The officer must not have been debarred for Central Deputation.
- vi. The officer should have at least "Very Good" service record. However, preference would be given to officers who have "Outstanding" service record with a grading of 8 and above.
- vii. The officer must be below 54 years, as on the date of vacancy.
- viii. The officer must not have been on an assignment to foreign/captive post of Government 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 must not be on study leave or long leave.
- xi. The officer should have prior work experience of Commerce or Agriculture or Industry in the State Government or in the Government of India.
- xii. The officer should have experience in an Economic Ministry of the Government of India.

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Desirable Qualifications:

- i. Experience and/or familiar exposure to International Trade.
- ii. Experience in Bilateral/International Trade negotiations.

2. The applications for the above mentioned post are required to be forwarded to TA/TC Section, Department of Commerce by 14.7.2015 positively. Interested and eligible officers possessing the mandatory qualifications, as stated above, are, therefore, requested to forward their willingness and detailed bio-data to HRD.I Section, DGFT Headquarters, **latest by 14.7.2015.**

3. Applications received after the prescribed date will not be considered.



(Nirmal Kumar)
Deputy Director General of Foreign Trade
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☎ 011 – 23063918

Encl: 1. Copy of Department of Commerce O.M. No. 5/1/2011-TA/TC dated 06.7.2015.
2. Copy of DoP&T Vacancy Circular No. 10/8/2013-EO(SM-I) dated 29.6.2015.

To

1. All Zonal Offices of DGFT.
2. All Additional DGsFT posted in DGFT(HQ).
- ✓ 3. EDI Section for uploading the Circular in this Directorate's website.

IMMEDIATE

No.5 /1/2011-TA/TC
Government of India
Ministry of Commerce & Industry
Department of Commerce
TA/TC Section
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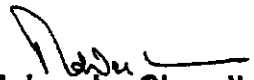
Udyog Bhavan, New Delhi
Dated: 06th July, 2015

OFFICE MEMORANDUM

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

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The undersigned is directed to refer to the above mentioned subject and to forward herewith vacancy circular of Department of Personnel & Training no. 10/8/2013-EO(SM-I) dated 29th June, 2015 for the post of Minister (Economic) in the High Commission of India, London (JS level) under the Department of Commerce.

2. Interested and eligible officers are requested to kindly forward their detailed bio-data (THROUGH PROPER CHANNEL) to TA/TC Section, Department of Commerce by 14.07.2015 positively.
3. Applications/Nominations received after the prescribed date will not be considered.


(Mahender Chaudhary)
Under Secretary to the Govt. of India

Encl:a/a

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1. All Directors/Director level officers and above in the Department of Commerce.
 2. The Director, (Computerization & Training) DGS&D, Jeevan Tara Building, Parliament Street, New Delhi.
 3. Shri J.M. Gupta, Joint DGFT, O/o DGFT, Udyog Bhawan, New Delhi.
 4. All Administrative Divisions in the Department of Commerce with the request that vacancy circular be forwarded to the Organizations under their control if eligible officers are posted in such organizations. It is also requested that the applications be forwarded to the Section with the relevant documents as mentioned in Para-3 of the circular by the stipulated date.

For circulation
Pl. put on website

7/7/15
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HRD-I

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File No. 10/8/2013-EO(SM-I)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training
Office of the Establishment Officer

New Delhi, 29th June, 2015

To

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

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

Sir/Madam

It is proposed to fill up the post of Minister (Economic) in the High Commission of India, London (Joint Secretary level), under the Department of Commerce. 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 post at the Centre.
- (ii) The officer must be at least three batches below the batch next to be considered for empanelment as Additional Secretary to the Government of India.
- (iii) The officer must have worked for at least two years at the Centre under Central Staffing Scheme.
- (iv) The officer must be clear from vigilance angle.
- (v) The officer must not have been debarred for Central Deputation.
- (vi) The officer should have at least "Very Good" service record. However, preference would be given to officers who have 'Outstanding' service record with a grading of 8 and above.
- (vii) The officer must be below 54 years, as on the date of vacancy.
- (viii) The officer must not have been on an assignment to foreign/captive post of Government 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 must not be on study leave or long leave.
- (xi) The officer should have prior work experience of Commerce or Agriculture or Industry in the State Government or in the Government of India.
- (xii) The officer should have experience in an Economic Ministry of the Government of India.

Desirable qualifications

- (i) Experience and/or familiar exposure to international trade.
- (ii) Experience in bilateral/international trade negotiations.

3. It is requested that the names of the officers, who possess the mandatory qualifications, as stated above, may be sent to this Department along with their detailed bio-data, CR dossiers and vigilance clearance, within one month from the date of issue of this circular.

Yours faithfully,


(Nandini Paliwal)

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

Copy to:

1. Ministry of Commerce (Shri. Rajeev Kher, Secretary), New Delhi w.r.t. their OM No.5/1/2013-TA/TC dated 10.11.2014.
2. Technical Director, NIC, Computer Cell, DoPT, North Block, New Delhi for uploading this vacancy circular on the official website of this Department immediately.
3. Deputy Secretary (MM), DoPT, New Delhi with a request to arrange to upload this vacancy circular through bulk e-mailing system of officers