

**File No. 10/4/2020-EO(SM-I)**  
Secretariat of the  
Appointment Committee of the Cabinet  
Ministry of Personnel, Public Grievances and Pensions  
Department of Personnel and Training

New Delhi, 21.10.2020

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 *vice* Shri Manish Singh, IAS (MP : 97). The following eligibility criteria have been laid down for making selection to the post:

**Mandatory Qualifications:**

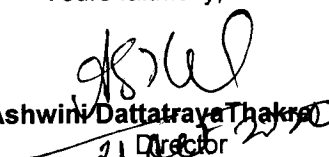
- (i) The officer must have been empanelled to hold Joint Secretary or equivalent post at the Centre.
- (ii) The officer must be at least three batches below the batch next to be considered for empanelment as Additional Secretary to the Government of India.
- (iii) The officer must have worked for at 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.

2. It is requested that the applications of the eligible candidates may be forwarded so as to reach this Department **by 07.12.2020**. Nominations are to be routed through DoPT online interface (DoPT website>>EO Division>>Apply for posts of CSS, CVO and Others) for those officers who have not yet applied for any other posts online. Alternatively, nominations may be routed through e-mailid: **dirsm@nic.in** to: **useosm1@nic.in**. Further, it is to inform that this office is not accepting any physical communication and all correspondence on the subject may be transmitted through mail only.

Yours faithfully,

  
(Ashwini Dattatraya Thakur)  
Director  
Tel: 2309 2187

Copy to: -

1. Department of Commerce (**Shri Anup Wadhawan**, Secretary), New Delhi w.r.t. their DO letter No. A-22012/6/2020-E.IV dated 13.05.2020.
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. PS to Dir(SM), DoPT, New Delhi with a request to arrange to upload this vacancy circular through bulk e-mailing system of officers.