

File No. 4/7/2016-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 25th October, 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 Permanent Representative of India (PRI) (JS level) to UNESCO, Paris, under the Department of Higher Education.

Sir/Madam,

It is proposed to fill up the post of **Permanent Representative of India (PRI) (JS level) to UNESCO, Paris, under the Department of Higher Education** vice Ms. Ruchira Kamboj, IFS (87). The mandatory and desirable qualifications for the post are as under :

Mandatory Qualifications:

- (i) The officer belonging to Indian Administrative Service, who have been empanelled to hold Joint Secretary or equivalent posts at the Centre and should be at least 3 batches below the batch next considered for empanelment as Additional Secretary to Government of India;
- (ii) The officer must have worked for at least 2 years at the Centre under Central Staffing Scheme.
- (iii) The officer should be clear from Vigilance angle.
- (iv) The officer should not have been debarred for Central Deputation.
- (v) 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 9 and above.
- (vi) The officer should not be over 54 years of age.
- (vii) The officer should not have been posted on an assignment in a foreign/captive post of the GOI, earlier.
- (viii) The officer should not have been nominated for foreign training or should not be on training or foreign assignment, currently;
- (ix) The officer should not be on study leave or long leave.

Desirable qualifications

- (i) Experience in dealing with multilateral and international organizations.

2 This post may be circulated amongst eligible officers and names of willing and eligible officers who can be spared by the State Governments/Ministries/Departments may be forwarded to this Department along with Cadre clearance, vigilance clearance, detailed Bio-data and ACR Dossier/certified ACR gradings for the last five years. It may also be ensured that "Cooling Off", after a previous stint on deputation, if any, is complete and the officer is eligible for Central Deputation. In case the officer is currently under central deputation, the nomination may be forwarded with the approval of the Minister in charge concerned and along with *cadre clearance*.

3. 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 letter.

Yours faithfully,


(Rajender Kumar)

Deputy Secretary to the Government of India

Tel: 2309 2187

Copy to:

- 1 Department of Higher Education (Shri V.S. Oberoi, Secretary).
- 2 Technical Director, NIC, Computer Cell, DOPT, North Block, New Delhi for uploading this vacancy circular on the official website of this Department.
- 3 Deputy Secretary (MM), DOPT, New Delhi with a request to arrange to upload this vacancy circular through bulk e-mailing system of officers.

4 - Foreign Secretary, MEA.

25/10/16.