

F. No. A-12022/45/2014-E.IV
Government of India
Ministry of Commerce & Industry
Department of Commerce

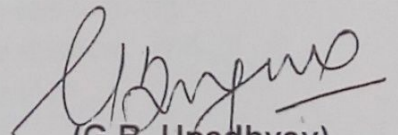
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Udyog Bhawan, New Delhi
Dated the 16th February, 2015

Subject: Filling up of the post of Chairman-cum-Managing Director (CMD), ECGC Ltd., Mumbai in the pay scale of Rs. 67000-79000/- (HAG)

It is proposed to fill up the post of Chairman-cum-Managing Director (CMD), ECGC Ltd., Mumbai, in the pay scale of Rs. 67000-79000 /- (HAG) under the Department of Commerce.

2. The job description and eligibility criteria, etc., for the said post are given in **Annexure-I**.
3. Applications of suitable officers who are willing and also fulfill the eligibility criteria for the said post may be sent (in duplicate) in the prescribed format at **Annexure-II** to the undersigned by 16.3.2015.
4. Serving Officers in the pay scale of Rs. 67000-79000/- (HAG) should send their applications through proper channel.
5. Incomplete applications or those received after the prescribed date are liable to be rejected.


(G.B. Upadhyay)
Deputy Secretary to the Govt. of India
Tel:23062530

ANNEXURE – I

Name of the post : Chairman-cum-Managing Director, ECGC Ltd., Mumbai

Number of Post : One

Scale of Pay : Rs. 67000-79000/- (HAG) (Equivalent to the Additional Secretary in the Govt. of India)

Job Description :

- High-level inter-agency and inter-sectoral coordination for export promotion. Such coordination involves international business partners, Government of India, Export Promotion Councils, Commodity Boards, Industry Organizations like CII, FIEO and Banks and Exporters.
- Management of corporate business with the twin objective of export facilitation and sustaining a viable business on a long-term basis.
- Provide leadership to ECGC Ltd., and its field offices located in all important exporting centers of the Country.
- Policy formation, product innovation and implementation.
- Meet increasing competition from global private players.

Eligibility criteria :

- a) The candidate should have 15-20 years management experience including at least five years of experience at Senior Management Level.
- b) Proven track record of leadership and change management.
- c) Experience of international trade, finance and banking.
- d) Experience in risk evaluation and management and, if possible, experience in export credit insurance.
- e) Inter-agency, inter-sectoral coordination.

Tenure of appointment : 3-5 years

Age : Should not exceed 57 years as on the last date of receipt of applications. The retirement age would be 60 years.

BIO-DATA PROFORMA

1. Name and Address (in block letters) :
2. Date of Birth (in Christian era) :
3. Date of retirement :
4. Educational Qualifications & Experience :
5. 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 & Basic Pay	Nature of Duties
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6. Present pay scale and total emoluments drawn per month :
7. 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 :
8. Whether belongs to SC/ST :
9. Remarks :

Signature of the Candidate

Name :

Address :

Date: _____