

Most Immediate
No.A-12018/2/2007-D (Est./Gp-I)
Government of India
Ministry of Defence
Room No.315 'B' Wing, 3rd Floor, Sena Bhawan
New Delhi, the 30th September, 2011

OFFICE MEMORANDUM

Subject: Filling up of post of Counsellor (Coordination), Embassy of India, Moscow.

The undersigned is directed to refer to O.M. of even number dated 11.2.2011 and 3.8.2011 calling applications from the eligible officers for the post of Counsellor (Coordination), Embassy of India, Moscow, which is to be filled up on deputation basis. It has been decided by the competent authority to allow a time of **one month from the date of this communication for applying for this post.**

2. As per recruitment rules for the post, Officers belonging to All India Services and Central Services Group 'A' eligible for appointment as Director in the Central Secretariat preferably having experience of work in the Ministry of Defence are eligible to apply for this post. Period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/Department of the Central Government shall ordinarily not exceed four years. The post carries scale of pay of Rs. 37400-67000/- + Rs. 8700/- as Grade Pay.

3. Officers fulfilling the eligibility criteria and desirous of applying for the post are requested to send their **application along with cadre clearance and ACR Dossiers to this Ministry latest by 22nd October, 2011**, furnishing their particulars as per Annexure. Exhaustive details regarding their experience may please be furnished. Those Officers who have applied for this post with reference to O.M. of even number dated 11.2.2011 and 3.8.2011 need not apply again, as their applications will also be considered with other eligible applications received in response to this circular. Applications received after due date will not be considered.



(K. Murali)

Under Secretary to the Government of India
Tel: 2301 2538

To

1. Establishment Officer & Additional Secretary, (Kind attention: Shri I.B. Subba Rao)
Department of Personnel & Training, North Block, New Delhi.
2. Department of Personnel & Training (Under Secretary, CS.I Division), 2nd Floor, Lok
Nayak Bhavan, New Delhi
3. All Directors of MoD including MoD (Finance)
4. Chief Secretaries of all State Governments. It is requested that nomination of
the Officers fulfilling the eligibility as indicated in para 2 above along with
their ACR Dossiers may kindly be sent to this Ministry latest by **22.10.2011**.
5. NIC, Ministry of Defence with the request to upload this circular in Ministry's
website.
6. All Ministries/Departments of Government of India.

ANNEXURE

Bio-data of persons sponsored for the post of Counsellor (Coordination),
Embassy of India, Moscow

1. NAME
2. DATE OF BIRTH
3. DESIGNATION
4. OFFICE
5. SCALE OF PAY & PRESENT PAY
6. SERVICE TO WHICH BELONGS
7. QUALIFICATIONS
8. PARTICULAR OF EXPERIENCE (EXHAUSTIVE)

(SIGNATURE OF THE APPLICANT)