

Annexure A

1. **Name:** Shubha Sarma
2. **Date of Birth:** 20.04.1976
3. **Service:** Indian Administrative Service.
4. **Batch:** 1999
5. **Educational Background:**

Qualification	College/ University	Year	Subjects	Division
B.A.(Honours)	Lady Shri Ram College for Women, New Delhi	1994-97	History Subsidiary subject: Economics	FIRST
M.A.	Jawaharlal Nehru University, New Delhi	1997-99	International Relations with courses on Economic Organization, Politics and Institutions of the EU, International Organization, Comparative Politics, Diplomacy and Conflict Resolution	FIRST
MBA (Finance)	Amity University (Distance Learning)	2014- Ongoing & to be completed by 2016	Majoring in Finance with papers in Accounting, Financial management, Business Law, Marketing, etc.	8.40 CGPA in 1 st Semester

6. Details of Employment (in chronological order):

Separate sheet is enclosed at Annex I

7. Publications:

- a. My collection of short stories, titled “Fly on the Wall & Other Stories” was published and released in August 2013 by Minister of State for HRD, Dr.Shashi Tharoor.
- b. One of my short stories received special commendation in the UNISUN Writers’ Contest and has been published in an anthology entitled “Two is Company”.
- c. I write a blog related to events and promotions for my book at <http://theflyonthewall2013.blogspot.in>

ANNEX I

DETAILS OF EMPLOYMENT IN CHRONOLOGICAL ORDER

	Office	Post Held by the Officer	From	To	Nature of Experience
1.	Central Electricity Regulatory Commission (GoI)	Secretary	May 2014	Till date	Regulatory; Infrastructure (Power sector); Policy/ Regulation making
2.	Office of the Union Minister for Culture Government of India (GoI)	Private Secretary	November 2013	May 2014	Executive Assistant to Minister; Cultural sector
3.	Department of Commerce GoI	Deputy Secretary	April, 2010	November 2012	Trade Policy; Bilateral and Multi-lateral Negotiations; Export promotion
4.	Water Resources Department, Govt. of Odisha (GoO)	Additional Secretary	August 2009	April, 2010	Infrastructure Development; External borrowing
5.	Employment-Cum-Employment Mission and), GoO	Director	April 2007	August 2009	Infrastructure Development; Skill development
	Directorate of Employees State Insurance Scheme, GoO	Director (<i>Additional charge</i>)	May 2009	January 2010	Health and Family Welfare; Infrastructure Development
6.	Koraput district, GoO	Collector & District Magistrate	September 2004	April 2007	Public Administration
7.	Malkangiri district, GoO	Additional District Magistrate (In-charge as Collector and District Magistrate for approx. 3 months)	October 2002	September 2004	Public Administration
8.	Kuchinda sub-division, Sambalpur district, GoO	Project Administrator, I.T.D.A. (Integrated Tribal Development Agency)	March 2002	October 2002	Public Administration in tribal areas

9.	Jharsuguda district, GoO	Sub-Collector	August 2001	March 2002	Public Administration
10	Lal Bahadur Shastri National Academy of Administration, Mussoorie, GoO	Officer Trainee	September 1999	August 2001	Under Training