

दूरभाष / Telephone : 044-28331156
फेक्स / Fax : 044-28331099



भारत सरकार / GOVERNMENT OF INDIA
वित्त मंत्रालय / MINISTRY OF FINANCE
राजस्व विभाग / DEPARTMENT OF REVENUE

केन्द्रीय उत्पाद शुल्क के मुख्य आयुक्त का कार्यालय, चेन्नै अंचल
OFFICE OF THE CHIEF COMMISSIONER OF CENTRAL EXCISE, CHENNAI ZONE
26/1, महात्मा गांधी मार्ग, नुंगम्बाक्कम, चेन्नै-600 034
26/1, Mahatma Gandhi Road, Nungambakkam, Chennai 600 034

सी.सं./C.No.II/13/02/2013-सं.नि.प्रा.-स्था/.CCA.Estt.

दिनांक/Date: 12.11.2015

सेवा में To

All the Commissionerates in Tamilnadu/Puducherry
Cadre Control Area.

महोदय/महोदया Sir/Madam,

विषय Sub : Estt - Filling up three post of Sr. Private Secretary, one post of Jr.
Investigating Officer, three posts of Steno-Grade-II, two posts of Steno
Grade-III, one post of Assistant and Seven posts of MTS on deputation
Basis in the Additional Bench, Customs, Central Excise & Service Tax
Settlement Commission, Chennai - Calling for willingness - Regarding.

Please find enclosed herewith a copy of vacancy circular
C.No.II/03/03/2014-SC dated 12.08.2015 received from the Customs, Central Excise &
Service Tax Settlement Commission, Chennai calling for the willingness for filling up the
various posts on deputation basis.

2. The willingness, if any, from the eligible officers in the prescribed proforma may be
forwarded to this office on or before **13.11.2015**. The enclosures may also be forwarded
to this office as per the requirements specified in the above letter.

Yours faithfully,


(A.V.T. BHARATHI DHASAN)
DEPUTY COMMISSIONER (CCA)

संलग्नक Enclosure : यथोक्त As above

प्रतिलिपि प्रस्तुत Copy submitted to :

The Chief Commissioner of Central Excise, Coimbatore.
The Chief Commissioner of Customs (Preventive), Trichy.
The Chief Commissioner of Service Tax, Chennai.

प्रतिलिपि Copy to :

The Supdt. of C.Ex., (Computer Section), Chennai-I. - For display on Internet and Intranet.
The Hindi Cell, Chennai-I - For translation.



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सीमा शुल्क, केंद्रीय उत्पाद शुल्क और सेवा कर समझौता आयोग
CUSTOMS, CENTRAL EXCISE & SERVICE TAX SETTLEMENT COMMISSION

अतिरिक्त न्यायपीठ, दुसरी मंजिल, नर्मदा ब्लॉक, कस्टम हाउस
ADDITIONAL BENCH, II FLOOR, NARMADA BLOCK, CUSTOM HOUSE

33, राजाजी सालै / RAJAJI SALAI, चेन्नै / CHENNAI-600 001

दूरभाष / Tel.: 044-25216136; फ़ैक्स / Fax: 044-25216137.

C. No. II/03/03/2014-SC

Dated : 12/08/2015.

To

The Chief Commissioners of Central Excise,

Bangalore, Bhopal, Bhubaneswar, Chandigarh, Chennai, Cochin, New Delhi, Hyderabad, Jaipur, Kolkata, Lucknow, Mumbai-I, Pune, Ranchi, Shillong and Vadodara.

The Chief Commissioner of Customs, Chennai, Mumbai, Kolkata.

The Pr.CCA, CBEC, New Delhi

The Directors General, NACEN, DGRI, SG Safeguards, DECE Intelligence, DG Inspection, DG Vigilance, DG Service Tax, DG Audit, DG Export promotion, DG Valuation, DG Systems & Data Management and DG HRD

The Joint Secretary (Admn.) Ministry of Water Resources, Chemicals and Fertilizers, Health, Corporate Affairs, Coal, Woman & Child Development, Agriculture, Finance, Personnel, Textile (Handlooms), Mines, Home Affairs, Shipping, Defence, Rural Development, Food Processing Industries, Steel, I&B, Coal.

The Directors, Department of Atomic Energy, Department of Bio-Technology, Department of Food & Public Distribution, and the Secretary, Airport Economic Regulatory Authority of India.

Sir/ Madam,

Sub: Filling up ^{Three} ~~ONE~~ post of Sr. Private Secretary, **ONE** post of Jr. Investigating Officer, **THREE** posts of Steno-Grade-II, **TWO** posts Steno Grade-III, **ONE** post of Assistant and **SEVEN** post of MTS on deputation basis in the Additional Bench, Customs, Central Excise & Service Tax Settlement Commission, Chennai - Reg.

Vacancy of ^{Three} ~~One~~ Sr. Private Secretary, One Jr. Investigating Officer, Three Steno-Grade-II, Two Steno Grade-III, One Assistant and Seven MTS are to be filled up immediately in the Additional Bench, Customs, Central Excise & Service Tax Settlement Commission, Chennai. The said vacancies are to be filled on deputation basis. The pay scale and the eligibility criteria for filling up the said posts are as detailed below:

Pay.
20/08/15

i.c.no. 1521.
20/03/15.

A. Sr. Private Secretary
Pay Scale:
Pay Band: Rs.9300 – 34800 + Grade Pay Rs.4800/-
Eligibility criteria
From amongst officers under the Central Government: i) holding analogous post on regular basis in the parent cadre or ii) With three years regular service as Private Secretary in the posts carrying the pay scale of Rs. 6500-10500/- (Pre-revised) or with seven years combined service in the pay scale of Rs. 5500-9000/- (Pre-revised) and Rs. 6500-10500/- (Pre-revised) or equivalent in the parent cadre/Department in the Stenographer cadre.

B. Jr. Investigating Officer
Pay Scale:
Pay Band: Rs.9300 – 34800 + Grade Pay Rs.4200/-
Eligibility criteria
From amongst officers under the Central Government: i) holding analogous post on regular basis in the parent cadre or ii) Senior Tax Assistants/Tax Assistants in Customs & Central Excise department who are graduates and have rendered 6 to 10 years of regular service in their respective grades and iii) possessing experience of Investigation work in Customs & Central Excise matters

C. Steno Grade-II
Pay Scale:
Pay Band: Rs.9300 – 34800 + Grade Pay Rs.4200/-
Eligibility criteria
From amongst officers under the Central Government: i) holding analogous post on regular basis in the parent cadre or ii) Stenographer Grade-III with five years regular service in the grade in the pay scale of Rs.9300-34800. G.Pay-Rs.4200/-.

Cont.,.....

D. Steno Grade-III
Pay Scale:
Pay Band: Rs.5200 – 20200 + Grade Pay Rs.2400/-
Eligibility criteria
From amongst officers under the Central Government:
i) holding analogous post on regular basis in the parent cadre

E. Assistant
Pay Scale:
Pay Band: Rs.9300 – 34800 + Grade Pay Rs.4200/-
Eligibility criteria
From amongst officers under the Central Government:
i) holding analogous post on regular basis in the parent cadre
or
ii) Senior Tax Assistants/Tax Assistants in Customs & Central Excise department who are graduates and have rendered 6 to 10 years of regular service in their respective grades and
iii) possessing experience of Investigation work in Customs & Central Excise matters

F. MTS
Pay Scale:
Pay Band: Rs.5200 – 20200 + Grade Pay Rs.1800/-
Eligibility criteria
From amongst officers under the Central Government:
i) holding analogous post on regular basis in the parent cadre

Cont.,.....

You are requested to circulate the above vacancy among the eligible officers within your Cadre Control Area. The applications in the prescribed proforma enclosed as Annexure-I from the eligible officers who can be spared in the event of their selection may be forwarded to the Additional Commissioner at the following address within 30 days from the date of issue of this letter along with (i) up-to-date CR dossiers of the candidate concerned or photocopies of annual confidential reports for the last five years; (ii) vigilance clearance report clearly indicating that no disciplinary or criminal proceedings are either pending or contemplated against the official concerned; (iii) statement showing the minor/ major penalties imposed, if any, and (iv) integrity certificate.

The Commissioner,
Customs, Central Excise & Service Tax Settlement Commission,
Additional Bench, II Floor, Narmada Block Customs House,
33 Rajaji Salai, Chennai – 600 001.

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Yours faithfully,

(J.KARPAGAM)

ADDITIONAL COMMISSIONER

PROFORMA

1. Name of the post:
2. Name:
3. Date of Birth:
4. Date of retirement under Central Government Rules:
5. Whether eligibility conditions required for the post are satisfied. If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same.

Eligibility conditions possessed by the applicant

Essential

Desirable

6. Present post held, date from which held and pay scale and present Pay therein:
7. Experience in the subject field of selection
8. Details of Service

Name of the post & Office	Pay Scale	From	To	Nature of appointment (whether ad-hoc or regular)

9. Whether belongs to SC/ST:
- 10: Remarks:

(Signature of the Applicant)

Address:

Telephone:

Certified that the information furnished above by the officer has been verified from the official records of this Department.

(Signature of the Head of Office)