

		दूरभाष /Telephone:044-28331011 फेक्स /Fax :044-28331113
<p align="center"> OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF CGST AND CENTRAL EXCISE, TAMILNADU AND PUDUCHERRY ZONE 26/1,महात्मा गांधी मार्ग, नुंगम्बाक्कम, चेन्नै-600 034 26/1, Mahatma Gandhi Road, Nungambakkam, Chennai 600 034 </p>		

सी.सं.C.No.II/31/11/2018-सं/स्था-प्रा.नि.CCA.Estt.

दिनांक/Date : 14 .11.2018

Sub: Allocation of Junior Translator recommended for appointment by the SSC on the basis of result of Junior Translator Examination, 2017 – Call letter for Certificate verification & Medical Examination - Reg.

With reference to the Board's letter F.No. A.12034/SSC/14/2017-Ad.III(B) dated 10.10.2018 regarding allocation of Junior Translators recommended for appointment to Chennai GST Zone by the SSC on the basis of the result of Junior Translator Examination 2017, the following candidates are directed to report to the undersigned at the address and date mentioned hereunder.

SL NO	NAME (SHRI/ SMT/MS)	ROLL	RANK SL/III/	DATE OF DOCUMENT VERIFICATION
1	SHRI.RAVISH KUMAR	2201000759	257	03.12.2018
2	ANINDITA BANERJEE	4410000757	279	

2. While reporting, the candidates are required to submit the duly filled in Attestation forms (enclosed) in the prescribed proforma in **two sets** without fail along with **original** certificates in proof of :

- (i) Date of Birth
- (ii) Educational Qualifications
- (iii) Community Certificate, if applicable
- (iv) PH/ Ex- Serviceman Certificate, if applicable
- (v) Any other relevant document (which the candidate feels is necessary)

3. Also please find enclosed the format for Identification and Character Certificate (the same is required to be obtained from two different gazetted officers who have known the candidate for a minimum period of two years) in two sets which are to be submitted duly certified at the time of reporting this office.

4. The candidates are required to bring Attestation forms along with the Character Certificate in two sets duly filled in by them, xerox copy of the same will not be entertained. After having completed Document Verification, the candidates will be subjected to Medical Examination.
5. Also, if the candidate has been issued with any Show Cause Notice (SCN), the reply of SCN along with proof of having sent the reply to the SSC should be brought at the time of verification without fail.
6. The candidates are also required to come prepared to stay for **2 working days** for completion of the required formalities. It may be noted that the candidates have to make their own arrangements for boarding and lodging during the stay. No travelling or other expenses will be paid by the Department for attending Certificate verification.
7. It may please be noted that any request from the candidates for rescheduling of dates will not be entertained.

Address for Reporting:

Office of the Principal Chief Commissioner of Central Excise & Service Tax,
Chennai Zone, 26/1, Mahatma Gandhi Road, Nungambakkam, Chennai-
600034.

Note: - For any query please contact on **044-28331011**


(Dr.K.VENKAT RAM REDDY)
ADDITIONAL COMMISSIONER

- Encl. i) Attestation Form
ii) Identity Certificate
iii) Character Certificate

The Individuals (By Speed Post)

1. Copy to: The Superintendent (Computer), Chennai - I - **for displaying on official website.**

		WARNING	
Affix signed passport size (5 cm x 7 cm) copy of recent photograph)		1	The furnishing of false information or suppression of any factual information in the attestation form would be disqualification and is likely to render the candidate unfit for employment under the Government.
		2	If detained, arrested, prosecuted, bound down, fines convicted, debarred, acquitted etc., subsequent to the completion and submission of this form, the details should be communicated immediately to the authorities to whom the Attestation Form has been sent early, failing which it will be deemed to be a suppression of factual information.
		3	If, the fact that false information has been furnished or that there has been suppression of any factual information in the Attestation Form comes to notice at any time during the service of a person his/ he service would be liable to be terminated.
1	Name in full (in block capitals) with aliases, if any. (Please indicate if you have added or dropped in any stage any part of your name of surname.)	SURNAME	NAME
2	Present address in full (i.e. Village, Thana and Distt. Or House No., Lane / Street Road and Town)		
3(a)	Home address in full (i.e. Vill., Thana and Distt. Or House No., Lane / Street / Road and Town have of Distt. Hqr.		
3(b)	If originally a resident of Pakistan / Bangladesh (erstwhile East-Pakistan), the address in that country and the date of migration to Indian Union		
4	Aadhar Card No (if available)		
5	Pan No (if available)		
6	Nationality		
7(a)	Date of Birth		
7(b)	Present Age		
7(c)	Age at Matriculation		
8(a)	Place of birth: District and state in which situated		
8(b)	District and state to which you belong		
8(c)	District and state to which your father originally belong		

9(a)		Your Religion					
9(b)		Are you a member of a Scheduled Caste/Scheduled Tribe/Other Backward Classes ? (Answer Yes or No)					
10		Particulars of places (with period of residence) where you have resided for more than one year at a time during the preceding five years. In case of stay abroad (including Pakistan), particulars of all places where you have resided for more than one year after attaining the age of 21 years should be given.					
From		To	Residential address in full (i.e. Village, Thana & District or House No. & Street / Road and Town			Name of the District Hqtr., of the place mentioned in the preceding column	
11		Name (in full & aliases, if any)	Nationality (by Birth & or by domicile)	Place of birth	Occupation (if employed give designation & official address.)	Present postal address (if dead, give last Address)	Permanent Home Address
a	Father						
b	Mother						
c	Spouse						
12		Information to be furnished with regard to sons and / or daughters in case they are studying / living in a foreign country.					
Name		Nationality by birth or by domicile	Place of Birth	Country in which studying/ living with full address		Date from which Studying / Living in the country mentioned in the previous column	

13	Educational qualification showing place of education with years in schools and colleges since 15th years of age.				
	Name of School/College with Full Address	Date of entering	Date of Leaving	Examination Passed	
14(a)	Are you holding or have any time held an appointment under the Central Govt. or State Govt. or a quasi-Govt. body or an Autonomous body or a public undertaking, or a private firm or institution? If so, give full particulars with dates of employment up to date				
	Period		Designation, emoluments and nature of Employment	Full name and address of employer	Reasons for leaving previous service
	From	To			
14(b)	If the previous employment was under the Govt. of India / State Govt./an undertaking owned or Controlled by the Govt. of India or a State Govt. an Autonomous Body / University / Local Body				
	If you had left service on giving one month's notice under Rule 5 of the Central Service (temporary service) Rules 1965 or any similar corresponding rules, were any disciplinary proceeding framed against you, or had you been called upon to explain you conduct in any matter at the time you gave notice of termination of service or at a subsequent date (s) before your service actually terminated?				
15(i)	(a)	Have you ever been kept under detention?		Yes/ No	
	(b)	Have you ever been arrested?		Yes/ No	
	(c)	Have you ever been prosecuted? (i.e., has a charge sheet in a criminal case been filed against in any court of law)		Yes/ No	
	(d)	Is any criminal case pending against you in any court of law at the time of filling up this attestation from?		Yes/ No	
	(e)	Have you ever been convicted by a Court of law for any offence ?		Yes/ No	
	(f)	Whether discharged / expelled / withdrawn from any training / institution under the Government or otherwise ?		Yes/ No	
	(g)	Have you ever been rusticated by any University or any other educational authority/ institution?		Yes/ No	
	(h)	Have you ever been debarred / disqualified by any Public Service Commission / Staff Selection Commission for any of its examination / selection?		Yes/ No	

15 (ii)	If the answer to any of the above mentioned question is "Yes" (give full particulars of the case / arrest / detention / fine / conviction / punishment, etc. and /or the nature of the case pending in the Court / University / Educational Authority, etc. at the time of filling up this Attestation Form.
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Notes	(i)	Please also see the "Warning" at the top of this Attestation Form
	(ii)	Specific answers to each of the questions should be given by striking out "Yes" or "No" as the case may be.

16	Names of two responsible persons of your locality or two references to whom you are known.	1	2
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DECLARATION

I certify that the foregoing information is correct and complete to the best of my knowledge and belief. I am fully aware that by providing false information or suppressing material information while filling this from, the authorities have full right to terminate my appointment letter and I am also liable for appropriate criminal/ civil/ legal action as a consequence.

I am not aware of any circumstances which might impair my fitness for employment under Government.

Signature of candidate:
Date:
Place:

TO BE FILLED BY THE OFFICE

(i)	Name, Designation and full address of the appointment authority
(ii)	Post for which the candidate is being considered

I. CHARACTER CERTIFICATE

Certified that I have known Shri / Smt. / Kum.

Son / Daughter of Shri _____ for the last
_____ years _____ months and to the best of my knowledge and
belief, he / she bears reputable character and has no antecedents which render him / her
unsuitable for Government employment.

2. Shri / Smt. Kum. _____ is
not related to me.

Date :
Place :

Signature :
Designation :
Seal :

II. CHARACTER CERTIFICATE

Certified that I have known Shri / Smt. / Kum. _____ Son
/ Daughter of Shri _____ for the last _____
years _____ months and to the best of my knowledge and belief, he /
she bears reputable character and has no antecedents which render him / her unsuitable
for Government employment.

2. Shri / Smt. Kum. _____ is
not related to me.

Date :
Place :

Signature :
Designation :
Seal :



TO BE FILLED BY THE OFFICE

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3

IDENTITY CERTIFICATE

Certified that I have known Shri / Smt./
Kum. _____ Son / Daughter of Shri
_____ for the last _____ years _____

months and to the best of my knowledge and belief, the particulars furnished by him/her
are correct.

Date :

Signature:

Place :

Designation / Status and
Address with seal

NOTE : THIS CERTIFICATE IS TO BE SIGNED BY ANY ONE OF THE
FOLLOWING.

1. Gazetted Officers of Central or State Government.
2. Members of Parliament or State Legislature belonging to the
Constituency where the candidate or his parent /guardian is
Originally a resident
3. Sub-Divisional Magistrate / Officers
4. Tahsildars / Deputy Tahsildars authorized to exercise Magisterial
powers
5. Principal / Head Master of the recognized School(s) / College(s) /
Institution where the candidate studied last
6. Block Development Officers
7. Post Masters
8. Panchayat Inspectors