

दूरभाष / Telephone : 044-28335061  
फेक्स / Fax : 044-28389865



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

जीएसटी तथा केन्द्रीय उत्पाद शुल्क के प्रधान मुख्य आयुक्त का कार्यालय, चेन्नै अंचल  
OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF GST &  
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/31/11/2018-सं.नि.प्रा.-स्था./CCA.Estt

दिनांक/Date : 31/12/2018

### **OFFER OF APPOINTMENT**

Sub: Sports Quota Recruitment – Appointment to the post of  
Tax Assistant – Regarding.

\* \* \*

The following candidate, who has been selected for appointment under Sports Quota is hereby offered an appointment to the **post of Tax Assistant** (Group 'C', Non-Gazetted, Ministerial) purely on a temporary basis, with Entry Pay of Rs.25,500/- (Index-1; Level-4 in the Pay Matrix of 7<sup>th</sup> Central Pay Commission) plus allowances admissible from time to time. He/ She is nominated to the office of the Principal Chief Commissioner of GST and Central Excise, Chennai Cadre Control Zone, Tamilnadu & Puducherry, No.26/1, Mahatma Gandhi Road, Nungambakkam, Chennai – 600 034.

Sl.No.	Name (S/Shri/Smt./Kum.) & Address	Date of Birth
1	ASHWIN VENKATARAMAN, S/O SHANTHI VENKATARAMAN NO.13, MN, SHREE APARTMENTS, 3 <sup>RD</sup> MAIN ROAD, 4 <sup>TH</sup> AVENUE, INDIRA NAGAR, ADYAR, CHENNAI-600020. PH: 09841516728, 04424403242.	29-06-1989

2. On accepting the "Offer of appointment" you are hereby directed to report to the Additional Commissioner of GST & Central Excise, 26/1, Mahatma Gandhi Road, Nungambakkam, Chennai 600 034 on or before **16.01.2019** positively, failing which this offer of appointment will stand cancelled.

3. No travelling or any other allowance will be admissible to the candidate for reporting for duty.

4. The candidate is informed that he/she will be considered to have joined this Department from the date on which he/she reports for duty.

5. The candidate should produce his/her **original certificates** in proof of the Date of Birth, Educational Qualifications, Community (SC/ ST/ OBC), etc. and other qualifications, if any, at the time of reporting for duty. The candidates belonging to SC/ST/OBC category should produce the **Community Certificate (in original)** in the prescribed proforma only. If a candidate claims to be a member of the SC/ST, he/she should state specifically to which of the caste / community or tribe mentioned in the Constitution (Scheduled Castes) order 1950 or under the Constitution (Scheduled Castes) order 1950, he/ she belongs. After having completed the Document verification, the candidate will be subjected to Medical Examination.

6. If a candidate claims to be a member of "Other Backward Classes", he/she should state specifically to which of the Backward Classes/Communities, mentioned in the list of socially and economically Backward communities, which are common to both the reports of the Mandal Commission and the State lists published by Government of India, Ministry of Social Welfare vide Resolution No.12011/68/93-BCC ( C) dated 10.09.93. The candidate should produce a community certificate in the prescribed form. Form of declaration to be submitted by OBC candidate (in addition to the Community Certificate) is enclosed.

7. The candidate should state whether he/she is a citizen of India and if not, whether he/she is a person who has migrated from (a) Pakistan with the intention of permanently settling in India on the date of migration (b) a subject of Nepal or Sikkim or Tibet.

8. The candidate is warned that the furnishing of false information or suppression of any factual information in the Attestation Form (enclosed) would be a disqualification and is likely to render the candidate unfit for the employment under the Government. If the fact that false information has been furnished or there has been suppression of any factual information in the Attestation Form comes to notice at any time during the service of the person, his/her services should be liable to be terminated forthwith.

9. The candidate should also note that he/she has to conform to the rules, discipline and conduct prevailing in this Department and those imposed by Government on all their employees from time to time.

10. The Head of the Department has full discretion to forward or withhold any of his/her applications for appointment in other Government offices or elsewhere.

11. The candidate should prior to assuming office, take an Oath of allegiance to the Indian Union in the prescribed form.

12. The candidate offered appointment will be on probation for a period of two years from the date of joining as Tax Assistant in this Department. The period will be extended in case the work and conduct of any of the candidate is not found to be satisfactory during the period of probation.
13. His / Her services will be terminable on one month's notice from either side in accordance with the Central Civil Service (Temporary Service) Rules, 1965 without assigning any reasons. The Appointing Authority, however, reserves, the right of terminating the services forthwith or before the expiration of the stipulated period of notice by making payment to him/her of a sum equivalent to the pay and allowances for the period of notice or the unexpired portion thereof.
14. The candidate shall not indulge in activities not officially organized or any manner considered as indiscipline.
15. The candidate is liable to be transferred anywhere within the combined cadre jurisdiction of the Office of the Principal Chief Commissioner of GST & Central Excise, Chennai Cadre Control Zone, Tamilnadu & Puducherry at any point of time.
16. The seniority of the candidate in the combined cadre strength of the Office of the Principal Chief Commissioner of GST & Central Excise, Chennai Cadre Control Zone, Tamilnadu & Puducherry in the grade of Havaldar will be fixed as per the orders in force. Retrenched Central Government Servants or, those who are treated as such, are not allowed to count their past services for the purpose of seniority in this Department.
17. The candidate should also pass the prescribed Departmental Examination within two years, failing which he / she will not be eligible to draw further increments.
18. With regard to Leave, Travelling Allowances and all other matters connected with service conditions, they will be governed by the rules and orders in force from time to time and applicable to the branch of public service to which they may belong.
19. The appointment is provisional and is subject to the SC/ST/OBC certificates being verified through proper channel and if the verification reveals that the claim to belong to SC/ST/OBC or in the case of OBC, not to belong to 'creamy layer' as the case may be, is false, his/her services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificates (Applicable in respect of SC/ST/OBC candidates).

20. Candidates appointed to the grade of Tax Assistant before joining duty, will have to sign a undertaking in the form given below:

"I understand that my employment under the Government of India is temporary and that my service may be terminated at any time by a notice for a period of not less than one month but without any reason being assigned or my service can be terminated forthwith giving me an entitlement to claim a sum equivalent to the amount of pay and allowances for the period of the notice or as the case may be for the period by which such notice falls short of one month. I agree that if I wish to resign from my present Employment I shall give notice in writing for a period of not less than 2 months of my intention to resign. I further agree that without prejudice to the above provisions the appointing authority has the right to take appropriate action against me under Section 23 of the Central Excise Act, 1944, in the event of my refusal to perform or withdraw myself from the duties of my office."

**21. This offer of appointment is purely temporary and is subject to receipt of the antecedent verification report from the concerned District/ Police Authorities/Caste Certificate from the concerned issuing authority/ verification of certificates of education issued by the University/ Board. In case any adverse/negative report is received from the concerned Authorities, the services will be terminated immediately without assigning any reason or notice.**

22. Candidates appointed in this Department should declare his/her native place i.e., Home Town in writing at the time of joining duty.

23. In accordance with the relevant rules in force in regard to the recruitment to services under the Government of India,

- a) No person who has more than one wife living of who, having a spouse living, contracts to a second marriage, though such marriage is void by reason of its taking place during the life-time of such spouse, shall be eligible for appointment to service, provided that the Central Government may, if satisfied that there are special grounds for so ordering, exempt any person from the operation of this rule.
- b) No such woman whose marriage is void by reason of its taking place during the life-time of her spouse or who have married to such a person whose wife is living at the time of marriage shall be eligible for appointment in service unless the Government of India has granted exemption to such a woman in accordance with this rule after being satisfied that there are special grounds for so ordering.

Candidates appointed in this department should give in writing a declaration whether he/she is un-married/married; if married whether he/she has only one wife/husband living etc., in the prescribed form.

24. Candidates belonging to SC community should inform the appointing authority, if and when they change their religious faith.

25. The candidate must give a statement in writing giving full information of his previous employment, if any, during the last 3 years under the Government of India or under any other State Government.

26. The candidate will be governed by the New Pension System as notified vide Government of India, Ministry of Finance, Notification No.5/7/2003-ECB & PR dated 22.12.2003 – published in Gazette of India, Extraordinary, Part I – Section 1, dated 22.12.2003. This will not apply to a permanent Government servant who joins the post on tendering Technical resignation under Rule 26(2) of CCS (Pension) Rules, 1972 on reappointment to the post.

*K. Venkat Ram Reddy 31/12/2018*  
( Dr. K. VENKAT RAM REDDY )  
ADDITIONAL COMMISSIONER

**Encl :** As above

**To:-** The Individual

**While reporting the candidate is required to submit the duly filled in Attestation Form ( enclosed ) in the prescribed Proforma in two sets without fail. The Identification and Character Certificate is required to be obtained from two different Gazetted Officers who have known the candidate for a minimum period of two years ( two sets).**

**Address for Reporting :**

Office of the Principal Chief Commissioner of GST & Central Excise, Chennai Zone, 26/1, Mahatma Gandhi Road, Nungambakkam, Chennai – 600 034.

Note : For any query please contact on 044 – 2833 5061/62

*K. Venkat Ram Reddy 31/12/2018*  
( Dr. K. VENKAT RAM REDDY )  
ADDITIONAL COMMISSIONER

**Copy to:**

- The Superintendent, Vig. Section, PCCO, Chennai-34
- The Administrative Officer, (ESTT/ DDO/SB), PCCO, Chennai-34
- The Superintendent, Computer Section, Chennai –North – for displaying in the official website
- The Sports Officer, PCCO, Chennai-34
- The Hindi Cell, Chennai