OFFICE OF THE COMMISSIONER OF CENTRAL EXCISE, CUSTOMS & SERVICE TAX
CENTRAL REVENUE BUILDING: I.S.PRESS ROAD: COCHIN-682 018
E-mail:cexcochi@nic.in FAX-0484-2390608Phone : 0484-2390404

C.No.II/12/2/2008 Estt.

Date: 28/05/2014

Sub: Departmental Examination for promotion of LDC/Head Havaldar to the cadre of Tax Assistant for the year 2014-reg.

Departmental Examination for promotion of Officers of LDC/Head Havaldar to the cadre of Tax Assistant is scheduled on **09/7/2014.** The details of the examination is given below:-

Sl. No	Subject	Maximum Marks	Pass Marks	Remarks
1	Paper I – Theoratical Test on computer proficiency	50	25	
2	Paper II-Practical activity test on computer proficiency	50	25	

It is requested to forward the names of willing LDC/Head Havaldar for appearing in the next Examination scheduled for promotion from the Lower Division Clerk who have fulfilled the following conditions:

a. Lower Division Clerk who have rendered eight years of regular service in the grade failing which eight years of combined regular service in the grade of Lower Division Clerk and Head Havaldar shall be taken into considerartion and should possess the following educational qualification and experience namely:
b. 12th class or equivalent from a recognized Board or University;
c. Data entry speed of 8000 key depression per hour for data entry work and passed the Departmental Examination with typing speed of 35 wpm in English or 30 wpm in Hindi on computer.

The written willingness may be forwarded to this Office latest by **2nd June, 2014.**

Rajan

(M.RAJAN)
JOINT COMMISSIONER (P&V)

Copy to

The Additional/Joint/Deputy Commissioner (P&V), Calicut/Trivandrum/ Customs Preventive Commissionerate – For taking similar action.

The Deputy/Assistant Commissioner, in charge of Divisions. Ernakulam I/II/Service Tax/Kottayam & Muvattupuzha

All Section -HQRS/Supdt (PRO)/Chief Commissioner's Office. Notice Board.