REGISTERED POST WITH A/D

16 JAN 2020

भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE
केन्द्रीय अप्रत्यक्ष कर और सीमा शुल्क बोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
प्रधान आयुक्त का कार्यालय
OFFICE OF THE PRINCIPAL COMMISSIONER
केन्द्रीय कर एवं केन्द्रीय उत्पाद शुल्क
CENTRAL TAX & CENTRAL EXCISE
केन्द्रीय राजस्व भवन, CENTRAL REVENUE BUILDING
आई. एस. प्रेस रोड, कोच्चि, I.S. PRESS ROAD, KOCHI-682 018

E-mail: cexcochi@nic.in Fax: 0484-2390608 Phone: 0484-2390404

C.No.II/3/20/2019-Estt Date: 09.01.2020

Sub: Recruitment to the grade of Stenographer Grade-II through SSC – Stenographer Grade-II Examination, 2017 - Reg

You are a candidate sponsored by Staff Selection Commission, for appointment to the post of Stenographer Grade-II in the Central Tax & Central Excise Department, Thiruvananthapuram Zone. You are hereby directed to report before the Joint Commissioner (P&V), Office of the Principal Commissioner of Central Tax & Central Excise, Central Revenue Building, I. S. Press Road, Cochin, Kerala - 682018.

4. You should report on or before **10th February, 2020** positively.

5. You should accept the conditions of service given in 'Annexure-I' available on the website of Central Tax & Central Excise, Kochi Commissionerate - ***http://www.cenexcisekochi.gov.in/ssc-recruitment/***

4. You are required to bring the following documents (in original) along with 3 (three) sets of photocopies for verification:

(a) Matriculation / High School Certificate showing Date of Birth.

(b) All other Academic Certificates showing Educational Qualifications and also subjects studied at various levels.

(c) Certificates in support of your claim regarding experience and Certificates about Extra-Curricular Activities.

(d) Certificates in support of your claim as SC/ST/OBC/EX-Service/PH if applicable.

(e) Aadhar Card.

5. You are required to bring the following documents. [format of the documents is available on Kochi Commissionerate website - ***http://www.cenexcisekochi.gov.in/ssc-recruitment/***

(a) Completely filled 3 (three) copies of attestation form with Identity certificate and Character certificate. Identity Certificates and Character Certificates have to be obtained from three different Gazetted Officers.

(b) You are required to undergo the prescribed Medical examination and to produce the Medical Certificate from a Medical Officer not below the rank of Civil Surgeon. Certificate should be produced in triplicate.

6. The department will not pay any travelling or other expenses to the candidates at the time of joining. In the case of Central Govt./State Govt./Autonomous Bodies employees and private sector employees they should obtain technical resignation/resignation from their parent department before joining this department.

7. In the event of not reporting before the prescribed date, it will be presumed that you are not interested in accepting the offer of appointment in this department and your nomination will be treated as cancelled.

8. If, however, within the specific period, a request is received from the candidate for extension of time, it may be considered by the Ministries/departments but extension beyond 3 (three) months will not be granted liberally and it will be granted only as an exception where facts and circumstances so warrant and in any case only up to a maximum of 6 (six) months from the date of issue of the original offer of appointment and the offer of appointment would lapse automatically after the expiry of 6 (six) months from the date of issue of the offer of appointment. In case you join within the above period of 6 (six) months you will have seniority fixed under the seniority rules applicable to the service/post concerned to which you are being appointed, without any depression of seniority.

9. Receipt of this letter must be acknowledged immediately.

Rajeswari

[Rajeswari R. Nair]
Joint Commissioner [P&V]

To

Shri. Shahrukh Khan
361, Teliyon Ka Bass
V/P – Jasnagar
TEH – Riyan Badi
DIST – Nagaur
Rajasthan - 341518

Copy submitted to:

1. **The Under Secretary to the Govt. of India, Ad.III B Section, Ground Floor, Hudco Vishala Building, Bhikaji Cama Place, R.K. Puram, New Delhi – w.r.t letter F.No.A.12034/SSC/15/2017-Ad.III(B) dated 24.12.2019.**
2. **The Principal Chief Commissioner of Central Tax, Central Excise & Customs, Thiruvananthapuram Zone.**
3. **The Principal Commissioner of Central Tax & Central Excise, Kochi.**

Copy to:

✓1. **The Superintendent (EDP), Central Excise Hqrs Office, Cochin - for uploading in website.**