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**

GEXCOM/II/7/1/2020-Estt **Date: 06.10.2021**

ESTABLISHMENT CIRCULAR NO.15/2021

Attention is invited to the following letter received from WCO Cell, CBIC:

Sl. No.	Letter No. and date	Subject
1.	F.No.11000/2/2013-IC (ICD) dated 24.09.2021	Vacancies for the post of Technical Attache in the World Customs Organization (WCO) Tariff and Trade Directorate (Origin)

Copy of the mentioned letter may be downloaded from the website of Kochi commissionerate-www.cenexcisekochi.gov.in for information. Nominations, if any, may be sent to this office urgently in the prescribed proforma.

Digitally Signed by S Suresh
Date: 06-10-2021 14:08:09
Reason: Approved

[S. Suresh]
Assistant Commissioner [P&V]

To

1. **All Group A officers in Kochi commissionerate.**
2. **All Section Heads in Headquarters Kochi.**
3. **The Superintendent (Systems), Hqrs Kochi - for uploading on website.**
4. **Notice Board, Hqrs Kochi.**

Copy to:

1. **The Additional Commissioner (CCO), Hqrs Kochi - for information.**

Government of India
Ministry of Finance
Department of Revenue
Central Board of Excise and Customs
WCO Cell,
8th Floor Tower II Jeevan Bharti, Connaught Place, New Delhi – 110001
E-mail: indiawco-cbec@nic.in

F.No. 11000/2/2013-IC (ICD) **Dated: 24.09.2021**

To,

All Members of CBIC,
All Pr. Chief/Chief Commissioners of Customs and Customs (Preventive),
All Pr. Chief/Chief Commissioners of CGST and Central Excise and Customs,
All Pr. Director/Director Generals of the CBIC,
All Joint Secretaries/Commissioners working in the Board.

Sir/Madam,

Subject: Vacancy for the post of Technical Attaché in the World Customs Organization (WCO) Tariff and Trade Directorate (Origin) – reg.

The World Customs Organisation (WCO) has invited nomination for the post of Technical Attaché in the Tariff and Trade Directorate (Origin), WCO Brussels.

In this regard, please also refer to the Annex I, II, for job Description and Status of Technical Attaches respectively.

2. The main functions to be carried out by Technical Attaché (Tariff and Trade Directorate) are as under:-

- Act as rapporteur and prepare proposals and working documents for presentation to the Technical Committee on Rules of Origin.
- Analyse specific technical items for the WCO Technical Committee on Rules of Origin (TCRO) or the WTO Committee on Rules of Origin (CRO), including the preparation of documents for those items.
- Represent the WCO at meetings, in Customs administrations, in other international and regional organizations and/or in intergovernmental organizations with competence in the origin domain, in particular the WTO Committee on Rules of Origin (CRO).
- Study the application of the WTO Agreement on Rules of Origin and of preferential Rules of Origin by stakeholders and users and draft relevant documents and reports.
- Assist Members to implement and apply the WTO Agreement on Rules of Origin and advise on technical matters relating to origin, both in the area of preferential and non-preferential origin, including the drafting of documents on such matters.
- Contribute to the development of appropriate capacity building assistance, educational material and other rules of origin development activities as required.
- The person appointed will also be required to perform such other duties as may be assigned and may be subject to reassignment within the WCO Secretariat.

3. Following are the requirements of the said post:-

- The candidate must have a comprehensive knowledge of the WTO Agreement on Rules of Origin and at least five years' experience of practical issues relating to origin matters, at the national level within the Customs administration.

- The candidate must be proficient in drafting and speaking in one of the official languages of the WCO (English or French) and have a good working knowledge of the other.
- The candidate must have high level analytical skills. Previous experience in studying the application of systems in a complex environment would be beneficial.
- A high level of proficiency in written and oral communication skills, including analytical writing, is required.
- The candidate must have good interpersonal skills, be prepared to work in a team in an international environment, be able to respond flexibly to changes in priorities and requests for work and meet deadlines.
- The candidate is expected to be capable of working with Microsoft Office.
- This role includes capacity building work and the candidate should have abilities or experience in training.

4. The Essential qualifications required for the said post are as under:-

- established Customs or related experience in one or more areas of WCO activity as contained in the Strategic Plan;
- good spoken and written knowledge of one of the two official languages of the WCO (English or French).

5. In this regard, you are requested to forward the nominations with complete application form of wiling and suitable officers who fulfil the criteria specified by the WCO along with vigilance clearance, APAR grading for the last five years and proforma. The nominations in pdf format should be sent by e-mail to indiawco-cbec@nic.in. The nominations should be sent as soon as possible but not later than 08.10.2021. Incomplete applications, those received after the stipulated date and applications not received through proper channel will not be entertained.

6. It is requested that the officers may be advised not to send their applications/nominations to WCO directly. Further, they should not enter in to any correspondence with WCO in this regard. The nomination of suitable officers will be sent to WCO after necessary approval from Board.

Yours sincerely,

Md. Salik Parwaiz
Joint Commissioner, WCO Cell

14/09/21

Enclosures
1. Annex I (Job description)
2. Annex II (Status of Technical Attaches)
3. Application form
4. Proforma

Proforma

1. Name, désignation of the officer

2. (a) Service/Cadre to which the officer belongs

   (b) Present pay and pay level of the officer

3. Year of allotment to the cadre

4. Date of Birth

5. Whether the officer has completed 9 years in his/her own cadre (Yes/No):

6. Whether the officer has been on Central Deputation under the Central Staffing Scheme (CSS) earlier, if so details thereof along with dates and the total period.

7. Whether the officer has been on foreign assignment earlier, if so, the details thereof along with dates and the total period.

JOB DESCRIPTION

Post : **Technical Attaché (Origin)**
Tariff and Trade Affairs Directorate

Main functions

- Act as rapporteur and prepare proposals and working documents for presentation to the Technical Committee on Rules of Origin.

- Analyse specific technical items for the WCO Technical Committee on Rules of Origin (TCRO) or the WTO Committee on Rules of Origin (CRO), including the preparation of documents for those items.

- Represent the WCO at meetings, in Customs administrations, in other international and regional organizations and/or in intergovernmental organizations with competence in the origin domain, in particular the WTO Committee on Rules of Origin (CRO).

- Study the application of the WTO Agreement on Rules of Origin and of preferential Rules of Origin by stakeholders and users and draft relevant documents and reports.

- Assist Members to implement and apply the WTO Agreement on Rules of Origin and advise on technical matters relating to origin, both in the area of preferential and non-preferential origin, including the drafting of documents on such matters.

- Contribute to the development of appropriate capacity building assistance, educational material and other rules of origin development activities as required.

- The person appointed will also be required to perform such other duties as may be assigned and may be subject to reassignment within the WCO Secretariat.

Requirements

- The candidate must have a **comprehensive knowledge of the WTO Agreement on Rules of Origin** and **at least five years' experience** of practical issues relating to origin matters, at the national level within the Customs administration.

- The candidate must be **proficient in drafting and speaking in one of the official languages of the WCO** (English or French) and have a good working knowledge of the other.

- The candidate must have **high level analytical skills**. Previous experience in studying the application of systems in a complex environment would be beneficial.

- A high level of proficiency in **written and oral communication skills, including analytical writing**, is required.

- The candidate must have good **interpersonal skills**, be prepared to **work in a team** in an international environment, be able to **respond flexibly** to changes in priorities and requests for work and meet deadlines.

- The candidate is expected to be capable of **working with Microsoft Office**.

- This role includes capacity building work and the candidate should have **abilities or experience in training**.

September 2021.

STATUS OF TECHNICAL ATTACHES

1. In addition to the officials on the Secretariat staff, the WCO has recourse to the services of Technical Attachés.

2. Many countries express a keen interest in assigning officials to the WCO Secretariat to gain experience in WCO matters and international activities in general.

3. Under the terms of this specific recruitment of Technical Attachés, national officials are attached to the Secretariat for a tour of duty financed entirely by their home administration. These officials are posted to the WCO by their home administration and retain their national salary, retirement benefits, etc. The WCO provides furnished office accommodation and the assistance of support staff, and pays for missions carried out as part of the Attachés' work.

4. For reasons of efficiency and effectiveness, the length of the posting, agreed jointly with the home administration, should in principle not be less than three years. This period may subsequently be extended, subject to satisfactory performance and positive results. Unsatisfactory performance by a Technical Attaché during the period of posting will lead to termination of the posting.

5. The essential qualifications for Technical Attachés are :

   - established Customs or related experience in one or more areas of WCO activity as contained in the Strategic Plan;

   - good spoken and written knowledge of one of the two official languages of the WCO (English or French).

6. The Secretary General will inform the Members at least once a year of those Customs fields where the Secretariat has a special need for Technical Attachés, and Members will be invited to submit nominations of highly qualified experts in those fields. Selection is at the direction and discretion of the Secretary General, assisted by the Administration Committee which assesses the candidate's suitability for the position. This Committee assesses the candidate's knowledge, skills, experience, personal attributes and overall potential for assuming the responsibilities attached to the position of Technical Attaché.

7. During their period of posting, Technical Attachés work solely on behalf of the WCO under the instructions of their line managers. They do not report to, or receive instructions from, their home administration regarding the content of their work. They are, moreover, subject to the same rules of discretion and intellectual property as the WCO's permanent or fixed-term staff. The field of their work is the same as that of Grade A3 Technical Officers.

APPLICATION FOR THE POST OF
……
WITHIN THE WORLD CUSTOMS ORGANIZATION

WORLD CUSTOMS ORGANIZATION

1. PARTICULARS

Please affix a passport-sized photograph

Family name *(in block capitals)*	**Maiden name** *(in block capitals)*	
First name(s) *(in block capitals)*		**Sex** □ M □ F
Date of birth	**Place of birth**	
Present nationality[1]	**Nationality at birth**	

[1] If your present nationality is different from your nationality at birth, please give details of how and when it was acquired. Please indicate if you possess dual nationality.

2. CONTACT DETAILS

Postal address

……
……
……
……

Telephone number(s)

……
……
……

E-mail address(es)

……
……
……

3. PERSONAL DETAILS

Marital status

□ Single □ Married □ Other (please specify) : ……

Information about your spouse

Family name and first names(s) : …… Maiden name : .....
Date of birth : …… Nationality : .....
Profession : ……..

Dependant(s) *(family name, first name, date of birth and relationship)*

……
……
……
……

Compulsory military or non-military national service

Dates and latest rank : .....
Outstanding obligations (if applicable) : .....
.....

State of health

Have you ever suffered any serious illness or accident ? □ Yes □ No
Do you have a disability that should be taken into consideration ? □ Yes □ No

If yes, please give details : ……
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Honour(s)

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Sanction(s)

Indicate any conviction, administrative sanction or pending case

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4. HIGHER EDUCATION, POST-GRADUATE QUALIFICATIONS, LANGUAGES, IT SKILLS AND PUBLICATIONS

Name, place and country of university or equivalent	Degree(s), distinction(s) obtained	From	To
…… …… …… …… …… ……	…… …… …… …… …… ……	…… …… …… …… …… ……	…… …… …… …… …… ……

Knowledge of languages

Mother tongue : ……

	Read *Very well, Well, Fairly well*	**Write** *Very well, Well, Fairly well*	**Speak** *Very well, Well, Fairly well*
English			
French			
Spanish			
Other (1)			
Other (2)			

IT skills

List the word-processing and other software with which you are familiar

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Publication(s)

Indicate the title of any significant publications you have written (in particular any publications relevant to the post applied for)

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5. PROFESSIONAL EXPERIENCE

Present post	
Since : ……	**Description of your duties**
Exact title of your post : …… ……	…… …… …… ……
Name and contact details of your employer …… …… ……	…… …… …… …… ……

Previous post	
From : …… To : …….	**Description of your duties**
Exact title of your post : …… ……	…… …… …… ……
Name and contact details of your employer …… …… ……..	…… …… …… …… ……

Previous post	
From : …… To : …….	**Description of your duties**
Exact title of your post : …… ……	…… …… …… ……
Name and contact details of your employer …… …… ……..	…… …… …… …… ……

Previous post	
From : …… To : …….	**Description of your duties**
Exact title of your post : …… …… Name and contact details of your employer …… …… ……..	…… …… …… …… …… …… …… …… ……

Previous post	
From : …… To : …….	**Description of your duties**
Exact title of your post : …… …… Name and contact details of your employer …… …… ……..	…… …… …… …… …… …… …… …… ……

Previous post	
From : …… To : …….	**Description of your duties**
Exact title of your post : …… …… Name and contact details of your employer …… …… ……..	…… …… …… …… …… …… …… …… ……

6. CANDIDATE'S VISION OF THE POST

Without exceeding the space provided, describe your vision of the post for which you are applying
……

7. ADDITIONAL INFORMATION

Have you previously applied for employment with the WCO ?

Yes ☐ **No** ☐

If yes, provide details :
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……

Have you lived abroad for any period(s) exceeding 3 months ?

Yes ☐ **No** ☐

If yes, provide details :
……
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Special aptitudes or interests

……
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……

8. REFERENCES

Give the names and addresses of three persons, not related to you, who are able to vouch for your qualifications and character		
FAMILY NAME AND FIRST NAME	**OCCUPATION**	**CONTACT DETAILS** Address, telephone number, e-mail

I certify that the statements made by me above are accurate and complete and I undertake to supply, on request, any documentary evidence required in support of them.

I am aware that any misrepresentation or material omission, even unintentional, may result in the rejection of my application or the annulment of any subsequent appointment.

I agree to undergo the medical examination required before any appointment.

…… ……

(Date) (Candidate's signature)

The World Customs Organization is an equal opportunities employer.