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
आयुक्त का कार्यालय OFFICE OF THE 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
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GEXCOM/II/(7)/2/2023-Estt. **Date: 08.08.2024**

स्थापना परिपत्र/ ESTABLISHMENT CIRCULAR

सीजीएसटी एवं सीएक्स, रांची क्षेत्र से प्राप्त निम्नलिखित पत्र की ओर ध्यान आकर्षित किया जाता है/ Attention is invited to the following letter received from the CGST & CX, Ranchi Zone:

क्र.सं./ Sl. No.	**पत्र क्रमांक एवं दिनांक/ Letter No. and date**	**विषय/ Subject**
1.	GCCO/II/3/TRAN/35/2020-ESTT-1-O/o CC-CGST-ZONE-RANCHI dated 06.08.2024	सीजीएसटी और सीएक्स, रांची क्षेत्र, पटना में प्रशासनिक अधिकारी, समूह 'बी' (राजपत्रित) के पदों को प्रतिनियुक्ति के आधार पर भरना / Filling up of the posts of Administrative Officer, Group 'B' (Gazetted) in CGST & CX, Ranchi Zone, Patna on deputation basis

उपरोक्त उल्लिखित पत्र की प्रति जानकारी के लिए कोच्चि आयुक्तालय की वेबसाइट- www.cenexcisekochi.gov.in से डाउनलोड की जा सकती है। परिपत्र को आपके गठन के

तहत काम करने वाले सभी अधिकारियों के ध्यान में लाया जाए।/ Copy of the above mentioned letter may be downloaded from the website of Kochi Commissionerate- www.cenexcisekochi.gov.in for information. The circular may be brought to the notice of all the officers working under your formation.

Signed by
Bindu C T
Date: 08-08-2024 11:15:23

[सी. टी. बिंदु /C. T. Bindu]
उपायुक्त (क. एवं सत्त.)/
Deputy Commissioner (P&V)

To

1. उप/सहायक आयुक्त, केंद्रीय कर और केंद्रीय उत्पाद शुल्क, एर्नाकुलम/ कक्कानाड/ अलुवा/ चालाकुडी/ त्रिशूर/ पेरुंबवूर/ इडुक्की मँडल, कोच्चि। / The Deputy/ Assistant Commissioner, Central Tax and Central Excise, Ernakulam/ Kakkanad/ Aluva/ Chalakudy/ Thrissur/ Perumbavoor/ Idukki Divisions, Kochi.

2. अधीक्षक (प्रणाली), केंद्रीय कर और केंद्रीय उत्पाद शुल्क, मुख्यालय, कोच्चि। वेबसाइट में अपलोड करने हेतु / The Superintendent (Systems) of Central Tax and Central Excise, Hqrs, Kochi. for uploading in website

3. नोटिस बोर्ड, मुख्यालय कोच्चि।/ Notice Board, Hqrs Kochi.

प्रतिलिपि/ Copy to:

संयुक्त आयुक्त (सीसीओ), केंद्रीय कर, केंद्रीय उत्पाद शुल्क और सीमा शुल्क, तिरुवनंतपुरम क्षेत्र। जानकारी के लिए / The Joint Commissioner (CCO), Central Tax, Central Excise and Customs, Thiruvananthapuram Zone. for information

भारत सरकार
GOVT. OF INDIA
मुख्यआयुक्त का कार्यालय
Office of the Chief Commissioner
केन्द्रीय माल, सेवा कर एवं केन्द्रीय उत्पाद शुल्क (सी.सी.ओ.)
Central Goods, Service Tax & Central Excise (CCO)
केन्द्रीय राजस्व भवन)एनेक्सी(, वीर चन्द पटेल पथ, पटना 800001-
Central Revenue Building (Annexe), Bir Chand Patel Path, Patna-800001
विद्युदान्विक डाक पहचान पता/Email: ccu-cexranchi@nic.in ☎ 0612-2504246

सत्यमेव जयते

VACANCY CIRCULAR –CCU/01/2024

Subject: Filling up of the posts of Administrative Officer, Group 'B' (Gazetted) in CGST & CX, Ranchi Zone, Patna on deputation basis - Regarding.

In pursuance of the Board's letter F.No. A-26017/91/2017-Ad.IIA dated 16.03.2022 and Administrative Officer, Group 'B' Post, Recruitment Rules, 2020, this office proposes to fill posts of Administrative Officer which are lying vacant in the jurisdiction of CGST & CX Cadre Ranchi Zone, Patna. The description of the post & vacancy position is as under:-

Name of Post	Classification of the Post	Level ofthe payMatrix	Stations for which applications sought	Total no. of posts available
1	2	3	4	5
Administrative Officer	General Central Service, Group 'B' Gazetted, Ministerial	Level-7 ofthe Pay Matrix (Rs.44900 -142400)	Bihar & Jharkhand	11

2. The above posts are proposed to be filled up by way of deputation as per under mentioned eligibility criteria as prescribed in the Ministry of Finance, Department of Revenue, Central Board of Indirect Taxes & Customs, Administrative Officer, Group 'B' Post, Recruitment Rules, 2020, which are as under:

Deputation

Officers of the Central Government or State Government or Union Territories:-

(a) **(i)** holding analogous posts on regular basis in the parent cadre or Department: or
(ii) with five years regular service in the grade rendered after appointment thereto on regular basis in level-6 in the pay matrix (Rs. 35400-112400) or equivalent in the parent cadre or Department.

(b) Possessing the following educational qualification and experience :
(i) Bachelor degree from a recognized University or Institute.

(ii) Two years experience in Accounts, Administration, and Establishment work in a Government Office or Public Sector Undertaking or Autonomous body or Statutory body.

Note 1: The period of deputation including the period in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government, shall ordinarily not exceed five years or extended as per the guidelines issued by the Government of India from time to time.

Note 2: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 3: The Maximum age limit for appointment by deputation shall not be exceeding fifty six years as on the closing date of receipt of application.

3. It is requested that the application of willing and eligible officers may be forwarded to this office with the following information/particulars for evaluation:-

i. Complete Bio-Data as per enclosed proforma and willingness of the officer along with history of previous postings;
ii. ACR/APAR grading for the last 5 years (duly verified and attested by the Additional/Joint Commissioner (P&V) or officer of equivalent rank);
iii. Vigilance clearance and
iv. 'No objection' from the Cadre Controlling Authority to relieve the officer in the event of his selection.

4. The officers selected for a posting in the CGST & Central Excise, Ranchi Zone, Patna on Deputation basis would normally be appointed for a period of 02 years which is extendable by another 03 years, one year at a time. The willing officers are requested to give preferences of stations, as desired at point No. 15 of Bio-Data, for posting consequent upon their selection. The officer may be repatriated before expiry of the period of deputation in case the conduct/performance of the officer is not found upto the mark or for any other administrative reason.

5. Deputation allowance will be paid as per existing rule.

6. It is requested that this circular may please be given wide publicity among the eligible officers.

7. Number of posts may differ depending upon actual requirement at the time of selection. This office reserves the right to modify and/or withdraw the vacancy circular at any time without assigning any reasons.

8. The last date of receipt of the application along with documents is 30 days from the date of issuance of this circular.

This issues with the approval of the competent authority.

Signed by Arivazhagan . T
Additional Commissioner
Date: 06-08-2024 16:05:35

Copy for information and necessary action to:

1. The Webmaster (CBIC), Directorate of Systems, CR Building, I.P Estate, New Delhi-110002, with a request to place this Circular in CBIC website.
2. All Ministries & Department under Government of India with a request that this circular may be circulated in their Ministries/Departments and among their attached /subordinate offices.
3. The Chief Secretaries to the Government of all States/UTs.
4. The Director General of BSF, CISF, CRPF, SSB, ITBP, RPF, Assam Rifles, NCRB with request that this circular may be circulated in their Departments and among their attached/subordinate offices.
5. All Principal Chief Commissioners/Chief Commissioners/Director Generals of CBDT.
6. All Principal Chief Commissioners/Chief Commissioners/Director Generals of CBIC.
7. The Webmaster, CGST & CX, Ranchi Zone Patna for uploading on Zonal website.

Additional Commissioner

BIODATA

1	Name of the Officer:		
2	Category (SC/ST/OBC/Gen.):		
3	Date of Birth:		
4	Designation:		
5	Present Pay Scale/ Basic Pay:		
6	Date of Joining in the present post:		
7	Educational Qualification with faculty:		
8	Native Place:		
9	Date of Joining in Government Service:		
10	Present Office & address:		
11	Present place of posting:		
12	Experience in:	**Period**	
		From	**To**
	(i) Accounts		
	(ii) Administration		
	(iii) Establishment		
13	Languages Known:		
14	History of Posting:		
15	Preferences for posting (Applicant should mention name of stations out of stations mentioned in Para 1 of Circular No. CCU /01 /2024)	(1)	
		(2)	
		(3)	
16	Contact Number (Mobile No.):		
17	E-mail ID:		

Signature of the officer with date

Certified that the particulars furnished above have been verified with the service Book.

Signature and designation of the verifying officer with seal