



GOVERNMENT OF INDIA
MINISTRY OF FINANCE
DEPARTMENT OF REVENUE
OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF GST
& CENTRAL EXCISE
TAMILNADU & PUDUCHERRY
No.26/1, MAHATHMA GANDHI ROAD, CHENNAI - 600 034

C. No. II/03/01/2019-CCA- Estt

Dated: 05.03.2019

RECRUITMENT AGAINST SPORTS QUOTA

The Principal Chief Commissioner of GST & Central Excise, Chennai Zone invites applications for the recruitment of Meritorious Sports person (men only) active in Cricket, Football, Hockey, Kabaddi and Volleyball against Sports Quota.

ELIGIBILITY CONDITIONS

Sportspersons who have represented in any of the following competitions / tournaments are eligible for consideration:-

- (i) Country in the International Competitions.
- (ii) State in the National Championships.
- (iii) University in the Inter-University Tournaments conducted by the Inter-University sports Board.
- (iv) State Schools Team in the National Sports / Games for Schools Conducted by the All India School Games Federation or who have been awarded National Awards in Physical efficiency under the National Physical Efficiency Drive., for appointment to the post of "**Tax Assistant**" (Pay Band-1 Rs.5200-20200, Grade Pay Rs.2400) and "**Stenographer**"-Gr.II (Pay Band-1 Rs.5200-20200, Grade Pay Rs.2400) and Multi Tasking Staff (Pay Band Rs5200-20200, Grade Pay Rs1800)

2. EDUCATIONAL AND OTHER QUALIFICATIONS:

a) For Tax Assistant :

- (i) Minimum educational qualification of Graduation in any discipline from any recognized University.
- (ii) Should have basic knowledge in the use of computer applications.
- (iii) Should possess a data entry speed of 8000 key depression per hour.

b): For Stenographer”-Gr.II:

- (i) 12th class pass or equivalent from a recognized Board or University
- (ii) Skill Test Norms- Dictation: 10 minutes @ 80words/minute
 - Transcription 50 minutes
 - (English):65 minutes
 - (Hindi): (on computer)

c): For Multi Tasking Staff

- (i) Matriculation or equivalent pass from a recognized Board or Institution.

3. AGE: Should not be less than 18 years and more than 27 Years as on 01.03.2019 with the upper age limit relaxable upto a maximum of 3 years for OBC and upto a maximum of 5 years for SC/ST.

4. APPLICATION : Application as per format should be submitted in A4 paper.

5. CERTIFICATES TO BE ENCLOSED : Attested copies of the following certificates are to be enclosed along with the application

(No originals to be enclosed)

- (i) Date of birth certificate as (*Matriculation Certificate, Municipal Birth Certificate*), educational qualification, sports eligibility certificates, Caste Certificates etc.,
- (ii) Certificates regarding representation / National award in the prescribed form from the following authorities.

LIST OF AUTHORITIES

SL. NO	COMPETITION	AUTHORITY AWARDING CERTIFICATE	FORM IN WHICH CERTIFICATES TO BE AWARDED
1	International Competition	Secretary of the National Federation/ Association of the game concerned	1
2	National Competition	Secretary of the State Association of the Game concerned	2
3	Inter-University Tournaments	Dean of Sports or other Officers in overall charge of sports of the University concerned	3
4	National/ Sports / Games for Schools	Director/ Additional / Joint or Deputy Director in overall charge of sports/games for Schools in the Directorate of Public Instructions/ Education of the State	4
5	Physical Efficiency drive	Secretary or other Officers in overall charge of Physical Efficiency drive in the Ministry of Education and Social Welfare, Government of India.	5

Note: Specimens of the forms 1,2,3,4 and 5 referred to above are given in **ANNEXURE**

6. OTHER IMPORTANT CONDITIONS FOR RECRUITMENT:

- (a) **Two Recent passport size photographs to be enclosed with the Application.**
- (b) **Application not containing the required details/ enclosures, incomplete or unsigned will not be entertained/considered.**
- (c) **The candidates are required to make their own arrangements for attending Ground (Physical) trials, if called for, by this office. Success in the above tests confers no right to appointment unless Department finds the candidate suitable.**
- (d) **The Selected candidates are liable to be posted anywhere in Tamil Nadu, Puducherry in any one of the GST & Central Excise offices under the Cadre Control of the Principal Chief Commissioner of GST & Central Excise, Chennai Zone.**
- (e) *** Candidates Selected, at the time of Joining, should execute an undertaking/bond (as prescribed), whereby he undertakes not to quit the job offered within a minimum period of Three years from the date of Joining the Department.**

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- (f) *Selected candidates will be required to give an undertaking not to apply for Intercharge transfer for a minimum period of 5 years.
- (g). The Final selection will be through Trials by a Committee which will be constituted for this purpose. The dates for the same will be intimated to the eligible candidates in due course.
- (h) SC/ST/OBC candidates will have to submit a Caste Certificate issued by the competent Govt. Authority for the purpose.
- (i) Application for each post should be sent separately.

7. SUBMISSION OF APPLICATION :

The application together with the required enclosures should reach:

**The Additional Commissioner -CCA, Chennai Zone
Office of the Principal Chief Commissioner of GST & Central Excise,
Chennai Zone,
26/1 Mahatma Gandhi Road, Nungambakkam
Chennai 600 034.**

The cover should be super-scribed either as "Application for the Post of Tax Assistant or Stenographer-Gr-II or Multi Tasking Staff under Sports Quota Recruitment". The last date for receipt of the application is 01.04.2019 at 5PM. Applications received beyond the stipulated time will not be entertained.

No personal contacts will be entertained in this regard.

K. W. J. 5/3/2019
**ADDITIONAL COMMISSIONER
Cadre Controlling Authority
Chennai Zone**

[issued from file C. No. II/03/01/2019-CCA- Estt]

✓ Copy to: Headquarters, computer cell for display in official websites
<http://www.centralexcisechennai.com/> and www.cbec.gov.in.

APPLICATION FOR THE POST OF
TAX ASSISTANT/STENOGRAPHER-GR.II/MULTI TASKING STAFF
SPORTS QUOTA RECRUITMENT

Applied for the post of _____ Game _____ (Men only)	A passport size photograph of the candidate is to be pasted and duly signed
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- 1) Candidate's Name (in full) :
- 2) Father/ Mother Name :
- 3) Date of Birth : DD/MM/YYYY.
- 4) Age as on 01.04.2019 : yrs,months
- 5) Full Correspondence address & contact nos. : Add:----- (Mob) + (LAN)
- 6) Whether SC/ST/OBC/GEN :
- 7) Caste & Nationality :
- 8) Educational and other Qualification(s),if any :
- 9) Level of Representation in game/Sports
 (indicate whether (a) represented State /
 Country / (b) University (c) State schools team :
- 10) Full details regarding the representation/
 National award received including the
 event in which represented /year :
- 11) Any other special achievement :

DECLARATION

I-----son of Shri.----- hereby solemnly declare that all information given above is true and complete to the best of my knowledge. If any irregularity/Information are noticed incorrect/false at any stage, my candidature/Service stands liable to be cancelled/terminated, anytime.

Signature:

Name:

Place :

Date :

ANNEXURE

FORM- 1

{ for representing India in an International Competition in one of the recognized Games / Sports)

NAIONAL FEDERATION / NATIONAL ASSOCIATION OF

Certificate to meritorious sportsmen for employment to Group 'C' services under the Central Government

Certified that Shri _____ son of Shri _____ resident of _____ (complete address) represented the Country in the game/event of _____ in _____ competition/Tournament held at _____ from _____ to _____.

The position obtained by the individual /team in the above said Competition / Tournament was _____.

The Certificate is being given on the basis of record available in the Office of National Federation /National Association of _____

Signature

Name

Designation

Name of the Federation/

National Association

Address

Seal

Place :

Date :

Note: This Certificate will be valid only when signed personally (in original) by the Secretary, National Federation /National Association.

ANNEXURE

FORM -2

(for representing State in an National Competition in one of the recognized Games / Sports)

STATE ASSOCIATION OF _____ IN THE GAME OF

Certificate to meritorious sportsmen for employment to Group 'C' services under the Central Government

Certified that Shri _____ son of Shri _____ resident of _____ (complete address represented the State in the game / event of _____ in _____ National competition / Tournament held at _____ from _____ to _____.

The position obtained by the individual /team in the above said Competition / Tournament was _____.

The Certificate is being given on the basis of record available in the Office of the State Association of _____

Signature

Name

Designation

Name of the State

Association

Address

Seal

Place :

Date :

Note: This Certificate will be valid only when signed personally (in original) by the Secretary, State Association.

ANNEXURE

FORM- 3

(for representing University in an National / Inter University Competition in one of the recognized Games / Sports)

UNIVERSITY OF _____

Certificate to meritorious sportsmen for employment to Groups 'C' services under the Central Government

Certified that Shri _____ son of Shri _____ resident of _____ student of _____ represented the University of _____ in the game/event of _____ in Inter-University competition/ Tournament held at _____ from _____ to _____.

The position obtained by the individual /team in the above said Competition / Tournament was _____.

The Certificate is being given on the basis of record available in the Office of Dean of Sports of Officer in overall charge of sports in the University of _____

Signature

Name

Designation

Name of the University/

Address

Seal

Place :

Date :

Note: This Certificate will be valid only when signed personally (in original) by the Dean/Director or other Officer in overall charge of sports in the University.

ANNEXURE

FORM -4

(for representing State School in National Sports for School Games in one of the recognized Games / Sports)

DIRECTORATE OF PUBLIC INSTRUCTIONS/EDUCATION OF THE STATE OF

Certificate to meritorious sportsmen for employment to Group 'C' services under the Central Government

Certified that Shri _____ son of Shri _____ resident of _____ (complete address of student _____) represented the _____ State School Team in the game/event of _____ in the National Games for Schools held at _____ from _____ to _____.

The position obtained by the individual /team in the above said Competition / Tournament was _____.

The Certificate is being given on the basis of record available in the Office of Directorate of Public Instructions/ Education of _____

Signature

Name

Designation

Address

Seal

Place :

Date :

Note: This Certificate will be valid only when signed personally(in original) by the Director or Additional / Joint or Deputy Director in overall of sports/games for school in the Directorate of Public Instructions/ Education of the State.

ANNEXURE

FORM -5

(for being awarded National Awards in Physical efficiency under the National Physical Efficiency Drive in one of the recognized Games / Sports)

GOVERNMENT OF INDIA / MINISTRY OF EDUCATION AND SOCIAL WELFARE

Certificate to meritorious sportsmen for employment to Group 'C' services under the Central Government

Certified that Shri _____ son of Shri _____ resident of _____ (complete address represented the _____ School Team in the game/event of _____ in the National competition held at _____ from _____ to _____.

The Certificate is being given on the basis of record available in the Ministry of Education and Social Welfare.

Signature

Name

Designation

Address

Seal

Place :

Date :

Note: This Certificate will be valid only when signed personally (in original) by the Secretary or other officer in overall charge of Physical Efficiency in the Ministry of Education and Social Welfare.