



जीएसटी और केंद्रीय उत्पाद शुल्क के प्रधान आयुक्त का कार्यालय,
६/७ ए.टी.डी. स्ट्रीट, रेसकोर्स, कोयंबटूर-६४१०१८
OFFICE OF THE PRINCIPAL COMMISSIONER OF
GST & CENTRAL EXCISE,
6/7 A.T.D. STREET, RACECOURSE, COIMBATORE 641018
Phone: 0422-2225575 email: cexcoimb@nic.in

75
Azadi Ka
Amrit Mahotsav

RECRUITMENT OF CANTEEN ATTENDANT

The Principal Commissioner of GST & Central Excise, Coimbatore GST Commissionerate invites applications from eligible candidates for the post of Canteen Attendant (2 General/ 1 OBC category) in Pay Level- 1 in the Pay Matrix of 7th CPC (Rs. 18000 - Rs.56900). The detailed advertisement along with proforma of application and other terms and conditions can be downloaded from the e-tender/ public notices tab in the website <http://gstchennai.gov.in>. Only physical copies of the applications will be accepted. The applications duly signed should be addressed to "The Additional Commissioner of GST & Central Excise (P&V), O/o the Principal Commissioner of GST & Central Excise", No. 6/7, A.T.D. Street, Race Course, Coimbatore – 641018. Last date and time for receipt of applications in this Office is **on or before 17.45 Hrs on 17.03.2025**. Applications received thereafter (including postal delay) or with insufficient details will not be entertained.

NOTE: Please note that corrigendum, if any, issued on this recruitment notice, will be published only in the Department's website <http://gstchennai.gov.in>.

C. Mohan Gopu
14/02/2025

(C. MOHAN GOPU)
ADDITIONAL COMMISSIONER
COIMBATORE GST COMMISSIONERATE

12. Nationality

13. Educational Qualification & Experience, if any:

(a) **Essential:**

Sl. No.	Name of Exam / Experience	Years of passing / length of service	Certificate Issuing Authority	Remarks

(b) **Desirable:**

Sl. No.	Name of Exam / Experience	Years of passing / length of service	Certificate Issuing Authority	Remarks

14. Category (✓ whichever is applicable):

Un-reserved Community (General)	
Other Backward Caste	

15. If you are Ex-Serviceman seeking age relaxation - Write 1

If you are a Central Government Civilian Employee seeking age relaxation - Write 2

16. Details of service rendered by Central Government Civilian Employee / Ex-Serviceman

Ministry / Department / Office	Date of Appointment	Length of Service

Date of Discharge		Details of last Unit / Corps	

17. (i) I hereby declare that

(a) I have read all the provisions in the Recruitment Notification carefully and hereby undertake to abide by them;

(b) all the statements made in the application are true, complete and correct to the best of my knowledge and belief; &

(c) I fulfill all the conditions of eligibility regarding age limits, educational qualification, desirability etc., prescribed in the Recruitment Notification.

(ii) I understand that in the event of any information being found suppressed / false or incorrect or ineligibility being detected before or after my selection, **my candidature / appointment is liable to be cancelled.**

PLACE:

DATE:

LEFT HAND THUMB IMPRESSION OF THE CANDIDATE	SIGNATURE OF THE CANDIDATE
--	-----------------------------------

* Application without signature and left thumb impression of the candidate and application incomplete in any aspect will be summarily rejected.

GENERAL INSTRUCTIONS

- 1) Applicants should enclose self-attested copy of Aadhaar Card, OBC Certificate, Proof for claiming age relaxation under any other category, proof for educational qualification and experience certificate.
- 2) Photographs pasted on the application should be duly self-attested (self-signature shall run through the Photo of the applicant and the Application Form without defacing the face).
- 3) If the permanent address and correspondence address are different from that which is in the Aadhaar, proof for the same may also be uploaded.
- 4) Applications which are incomplete or do not have necessary enclosures are liable for rejection.
- 5) Submitting more than one application will result in losing the candidature for all the applications.
- 6) Serving government candidates should apply through proper channel with a No Objection Certificate from the Head of the Department that no disciplinary/ vigilance case is pending against them.
- 7) The Experience Certificate must contain period with dates, Name of Organization, Name of the post held, Salary drawn and Nature of work done, Signature of Signatory / Owner with name and seal, etc.
- 8) Mere submission of application will not confer any right on the applicant to be called for examination/interview.
- 9) The Department reserves the right to accept or reject the candidature of any applicant and/ or to cancel the recruitment process at any stage without assigning any reason whatsoever.
- 10) The Selection Committee shall scrutinize the applications received and the short-listed candidates who fulfill the eligibility criteria stipulated above as on the closing date of receipt of application will be called for written test. The said Tests will be held only in Coimbatore. The short-listed candidates further to passing the said Tests will be called for Documents Verifications.
- 11) The Hall Tickets for above tests will be sent by Speed Post.
- 12) No Travelling allowances will be paid for attending the selection process.
- 13) The results of the said Tests will be displayed in the Notice Board of O/o the Principal Commissioner of GST & Central Excise, Coimbatore and also in the Departmental Website i.e., <http://gstchennai.gov.in> and **will not be published in the Newspapers.**
- 14) The Department reserves the right to change the last date for submission of application/ publishing of shortlisted candidates for the selection process, if required.
- 15) A person seeking appointment on the basis of reservation to OBCs must ensure that he posses the Caste/ Community Certificate as per the Central List of OBCs and does not fall under the creamy layer on the cut-off date.

- 16) Canvassing in any form will be a disqualification and candidature of such candidate is liable to be summarily rejected.
- 17) **Action against candidates found guilty of misconduct:** If any candidate is found to indulge at any stage in any of the malpractices during the conduct of selection process or thereafter, their candidature for this recruitment shall be cancelled. The Department may also report the matter to Police/ Investigating Agencies, as deemed fit and may also take appropriate action to get the matter examined by the authorities/ forensic experts, etc. Any dispute with regard to this recruitment will be subject to Coimbatore jurisdiction. The decision of the Department in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s) or interview will be final and binding on the candidates and no enquiry/ correspondence will be entertained in this regard.
- 18) Originals of all documents for which copies have been submitted should be produced for verification, whenever convened.
- 19) Selected candidates shall be subjected to medical fitness, verification of character and antecedents, etc.
- 20) The applications duly signed should be addressed to "The Additional Commissioner of GST & Central Excise (P&V), O/o the Principal Commissioner of GST & Central Excise", Coimbatore GST Commissionerate, No. 6/7, A.T.D. Street, Race Course, Coimbatore - 641018". The applications should be received in this Office **on or before 17.45 Hrs on 17.03.2025**. The envelope carrying the application may be marked as application for the post of Canteen attendant.

Applications received after the closing date or incomplete in any respect shall be summarily rejected and no communication in respect of the rejected application forms shall be entertained. **This office shall not be responsible for any postal delays.**



जीएसटी और केंद्रीय उत्पाद शुल्क के प्रधान आयुक्त का कार्यालय,
६/७ ए.टी.डी. स्ट्रीट, रेसकोर्स, कोयंबटूर-६४१०१८
OFFICE OF THE PRINCIPAL COMMISSIONER OF
GST & CENTRAL EXCISE,
6/7 A.T.D. STREET, RACECOURSE, COIMBATORE 641018
Phone: 0422-2225575 email: cexcoimb@nic.in



RECRUITMENT NOTIFICATION FOR THE POST OF CANTEEN ATTENDENT

1	Name of the Post	Canteen Attendant##	
2	No. of Post	3 (Two - Unreserved / General Category & One - OBC Category)	
3	Classification	General Central Service (Group-C) Non-Gazetted, Non-Ministerial	
4	Pay Band and Grade Pay	Level - 1 in the pay matrix (Rs.18,000- Rs.56,900)	
5	Age-Limit for Direct Recruits as on 17.03.2025 (closing date)	18-25 years as on closing date	
5 (a)	Age relaxation	OBC	3 years against reserved post as on closing date.
		Ex-Servicemen	3 years after deduction of the military service rendered from the actual age as on closing date of receipt of application
		Central Govt. Civilian Employees who have rendered not less than 3 years regular and continuous service as on closing date of applications	Upto 40 years of age
6	Who can apply?	Only Indian Citizens	
7	Educational and other qualifications required for direct recruits	Matriculation or equivalent from a recognized Board (10 th STD)	

8	Application Fees	Nil
9	Period of Probation, if any	Two Years
10	Method of recruitment, whether by direct recruitment or by promotion or by deputation and percentage of vacancies to be filled by various method	Direct Recruitment
11	Last date and time for receipt of physical applications	17.03.2025 (17.45 HRS)

Application in the prescribed format given below duly typed or neatly hand written in A4 size paper duly signed along with **Left Hand Thumb Impression** and along with relevant attested Photo Copies of Educational Qualifications, Mark Sheets, Proof of Age, Category Certificate, Essential & Desirable Qualification Certificates, etc., wherever necessary and four unsigned passport size photographs and **two self-addressed unstamped envelopes** of 25 cms. X 12 cms. are to be sent by **ORDINARY POST OR SPEED POST** addressed to "The Additional Commissioner of GST & Central Excise (P&V), O/o the Principal Commissioner of GST & Central Excise", Coimbatore GST Commissionerate, No. 6/7, A.T.D. Street, Race Course, Coimbatore – 641018. The envelope carrying the application may be marked as application for the post of Canteen attendant.

Nature of Job for Canteen Attendant – Tea/ Coffee Maker, Bearer and Wash boy (Cleaning of Tables/ Chairs/ Vessels).