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भारत सरकार / GOVERNMENT OF INDIA  
वित्त मंत्रालय / MINISTRY OF FINANCE  
राजस्व विभाग / DEPARTMENT OF REVENUE

OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF GST & CENTRAL EXCISE,  
TAMILNADU AND PUDUCHERRY ZONE,  
26/1, MAHATMA GANDHI ROAD, NUNGAMBAKKAM, CHENNAI - 600 034.

C.No. II/13/12/2014-सं. नि. प्रा- .स्था/ .CCA.Estt.

दिनांक/Date: 05.01.2018

सेवा में To

The Principal Commissioner / Commissioner, GST & Central Excise,  
Chennai North / South / Outer / Puducherry / Chennai Audit-I / II / Appeals-I / II  
Coimbatore / Madurai / Salem / Trichy / Coimbatore Audit / Appeals.

महोदय/महोदया Sir/Madam,

विषय/Sub: Estt. – Filling up the post of Additional Assistant Director in HRM Wing of DGHRD  
on deputation basis - Calling for willingness – Reg.

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Please see a Vacancy Circular which is **uploaded on the official website of GST & Central Excise, Chennai Zone** (vide reference F.No.504/2/2016-DGHRD dated 26.12.2017 of DGHRD, New Delhi) calling for willingness for filling up the post of Additional Assistant Director in HRM Wing of DGHRD on deputation basis.

2. The willingness, if any, received from the **eligible officers under your charge enclosing their particulars as mentioned in the said circular may be forwarded to this office immediately.**

Yours faithfully,

  
(S.SRIPATHI) 05/01/2018  
ASSISTANT COMMISSIONER (CCA)

प्रतिलिपि प्रस्तुत Copy submitted to:

1. The Chief Commissioner of Customs (Preventive), Trichy.

प्रतिलिपि Copy to :

The Superintendent of GST & Central Excise., (Computer Section), Chennai North - For display on Internet and Intranet.

The Hindi Cell (For translation).

Telefax: 011-25717521 / 25823723  
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केन्द्रीय उत्साव शुल्क मुख्य  
आयुक्त कार्यालय  
Office of the Chief Commissioner  
of Central Excise

01 JAN 2018

संयोजक, सेल-34

Government of India  
Ministry of Finance  
Department of Revenue  
Central Board of Excise & Customs  
Directorate General of Human Resource Development  
507/8, Deep Shika, Rajendra Place  
New Delhi - 110008

File No. 504/2/2016-DGHRD

Dated: 26/12/2017

To

All Chief Commissioners of Central Excise & Customs;  
All Director Generals;  
All Commissioners of Central Excise/Customs/Customs  
(P)/Service Tax;  
All Commissioners (in-charge of Directorates);  
Narcotics Commissioner, Gwalior;

**Sub:** Filling up the post of Additional Assistant Director in HRM  
Wing of DGHRD - reg.

Sir/Madam,

It is proposed to draw a panel of suitable and eligible officers for posts of Additional Assistant Director in the L-8 or L-9 of revised pay matrix (Pre revised pay Band of Rs. 9300-34800 with grade Pay of Rs. 4800 or Rs. 5400) to be filled on deputation basis, in this Directorate.

2. This post is analogous to the post of Superintendent of Central Excise/Superintendent of Customs (P)/ Appraiser. It is therefore, proposed to fill up the vacancy from the officers belonging to any of the following categories:

- (i) Officers holding analogous posts such as Superintendent, Central Excise/Superintendent, Customs (Prev.)/Appraiser on regular basis.
- (ii) Officers holding the posts of Inspector Central Excise/Preventive officer/ Examiner or equivalent on regular basis for a minimum period of 8 years.

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3. The officers should possess Graduation degree or its equivalent. Preference will be given to those who have knowledge of Computer applications. The normal period of deputation is **three years** extendable by two years.

4. Officers selected for the post would be entitled for Deputation Allowance as per instructions in this regard.

5. It is requested that the vacancy may be widely circulated amongst all the categories of staff referred in Para 2 above. Applications of officers willing for deputation to the said post may be forwarded to this Directorate along with their APAR Dossier or certified copies thereof for preceding five years accompanied with requisite personal details viz. Name, Date of Birth, Educational Qualification, Present Post with date, History of previous postings with charges held, pay scale and basic pay presently drawn etc., at the earliest. Vigilance Clearance Certificate should also be sent while forwarding applications of the candidates. Officers may be advised that willingness once exercised cannot be withdrawn later.

Yours faithfully,

  
(Bharti Sharma)  
Deputy Director

C.C. (i) Directorate General of Systems & Data Management, Customs & Central Excise with the request to put it on the CBEC website.

(ii) DGHRD's Website

  
(Bharti Sharma)  
Deputy Director