

No. Admn./1(10)36/Advt./2021-22/
Office of the
Pr. Chief Controller of Accounts
Central Board of Indirect Taxes & Customs
A.G.C.R. Building, I.P. Estate,
New Delhi-110 002

VACANCY CIRCULAR

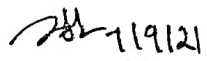
Sub:- Filling up of posts of Accountant purely on transfer on deputation basis in O/o Pr. CCA, CBIC at various stations.

Office of the Principal Chief Controller of Accounts, Central Board of Indirect Taxes & Customs, New Delhi proposes to fill up some vacant posts of Accountant in particular stations of DAO, CBIC purely on transfer on deputation basis by taking persons of appropriate grade from other Organized Accounts Services, Central Government, State Government or Autonomous Body which are fully funded by Central or State Government as per details mentioned below:-

Post	Grade / Classification	Pay Matrix/pre-revised pay band/Grade pay Matrix	Name of Station where vacancy of Accountant to be filled on transfer on deputation basis
Accountant	General Central Service, Group-C (non-Gazetted), Ministerial	Level-05(Revised) {Pay Band-I, Rs. 5200-20200 + Grade Pay Rs. 2800/- (Pre-revised)}	Dibrugarh, Kolkata, Shillong, Aurangabad, Bhavnagar, Mumbai, Thane, Pune, Navi Mumbai, Rajkot, Vadodara, Indore, Bengaluru, Belgaum, Calicut, Cochin, Coimbatore, Madurai, Mangalore, Mysore, Puducherry, Salem, Tirunelveli, Tirupati, Trivandrum, Tuticorin, Visakhapatnam.

2. The details of eligibility and other conditions for the above post are given in **Annexure-I**.
3. The format of application is appended as **Annexure-II**.
4. Certificate to be recorded by employer/ Cadre Controlling Authority while forwarding the application as **Annexure-III**.
5. The tenure of deputation will be initially for a period of three years but is extendable as per DoP&T's guidelines in this regard.

6. The deputation will be subject to vacancy circulation. The terms & conditions of deputation will be governed by the instructions issued by the DoPT vide O.M. No. 6/8/2009-Estt.(Pay II) dated 17.06.20210 on the subject and subject to amendments made thereon. The period of deputation will include the period of deputation in the same or some other organization/ department of the Central Government. This period shall ordinarily not exceed three years. The appointment will not bestow on the appointee on deputation any claim for regular appointment.
7. The age of applicant shall not exceed 47 years as on the closing date of receipt of application.
8. The selection of the eligible officials will be purely on deputation basis and selected officials will have no right to claim for permanent absorption in O/o Pr. CCA, CBIC.
9. The applicants to the post should have basic working knowledge of computer particularly in all the modules of MS Office including e-Office etc.
10. The application of willing and eligible officials whose services could be spared immediately may be sent along with attested copies of ACRs/ APARs for the last 5 years and Vigilance Clearance Certificate through proper channel to SR. AO(Admn.), O/o Pr. CCA, CBIC, Room No. A-104, AGCR Building, I.P. Estate, New Delhi-110002 so as to reach this office within a period of 60 days from the date of publication of this Vacancy Circular in the Employment News. Incomplete applications and application received after last date will not be considered.
11. All the details in this regard may also be obtained from ARPIT portal:-
<https://www.arpit.gov.in> and National Career Services(NCS) portal:-
<https://www.ncs.gov.in>.


(Rakesh Jain)
Sr. Accounts Officer(Admn.-I)

FORMAT OF APPLICATION

1.	Name of applicant with designation and complete office address (in block letters), e-mail & telephone no./ Mobile No.	Photo
2.	Present Pay Level/ Pay Band & Grade Pay	
3.	Date of Birth (in Christian Era)	
4.	i) Date of entry into Government ii) Date of retirement under Central/State Government Rules	
5.	Educational Qualification	
6.	Other Qualification, if any	

7. Details of Employment in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office	Post held on regular basis	Min./Deptt.	From	To	Level in Pay Matrix/Pay Band & Grade Pay of the post held on regular basis	Nature of duties(in detail) highlighting experience required for the applied post

8. Details of ACP/MACP with present Pay Level/ Pay Band & Grade Pay where such benefits have been drawn by the candidate may be indicated as below:-

Office	Level in Pay Matrix/ Pay Band & Grade Pay drawn under ACP/MACP scheme	From	To

9.	Whether Permanent or Temporary	
10.	In case the present employment is held on deputation basis, please state:- a) The date of initial appointment	

Annexure-II

	b) Period of appointment on deputation c) Name of the parent Office organization to which the applicant belongs d) Name and pay of the post held in substantive capacity in the parent organization. Note: In case of officers already on deputation, the application of such officials should be forwarded by the parent cadre/ department along with cadre clearance and integrity certificate.	
11.	Please state whether working under (indicate the name of your employer against the relevant column) a) Other organized Accounts services b) Central Government c) State Government d) Autonomous Body fully funded by Central or State Government	
12.	Preference for place of Posting:	1. _____ 2. _____ 3. _____ 4. _____ 5. _____ 6. _____
13.	Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.):	
14.	Whether belongs to SC/ST	

I have carefully gone through the vacancy circular/ advertisement and I am well aware that the information furnished by me in the Curriculum Vitae is correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

Date:

(Signature of the Candidate)

Note: The decision to accept or reject any application shall rest solely with this office and the applicant shall have no claim whatsoever.

Declaration by Applicant

1. Ihereby declare that my posting on deputation as Accountant in O/o Pr. CCA, CBIC shall not bestow any right to me to claim either seniority in the said post in respect of the services rendered by me on deputation or regular appointment.
2. I will not claim absorption in O/o Pr. CCA, CBIC in the said post.
3. I am liable to be repatriated to my parent organization for any inaccuracies in the details noted above or on contravention of any provisions in the rules/ orders governing deputation.

Date:-

Place:-

Signature of Candidate

**CERTIFICATE TO BE RECORDED BY EMPLOYER/CADRE
CONTROLLING AUTHORITY WHILE FORWARDING THE
APPLICATION**

1. Certified that particulars furnished by the applicant are true and have been verified from the service records.
2. The applicant, if selected, will be relieved immediately.
3. Attested copies of ACR/APAR for the last five years are enclosed.
4. The record of the service of the official has been carefully scrutinized and it is certified that there is no doubt about his/ her integrity.
5. It is certified that no disciplinary / vigilance case is either pending or contemplated against the applicant and he / she is clear from Vigilance angle.
6. It is certified that no Major / Minor penalty has been imposed or contemplated on him/ her during the last 10 years.

In case of selection, the concerned official shall be relieved immediately to join as Accountant on transfer on deputation basis in O/o Pr. CCA, CBIC.

Date:-

Place:-

Signature of Controlling Authority.....

Name:

Designation.....

Telephone No.....

Official Seal.....

Note :- All terms & conditions of deputation/ foreign service will be followed as per DoPT OM No. 6/8/2009-Estt.(Pay II) dated 17.06.2010 and its amendments issued from time to time.