



GOVERNMENT OF INDIA  
OFFICE OF THE PRINCIPAL COMMISSIONER OF CENTRAL EXCISE  
KOLKATA-I COMMISSIONERATE  
KENDRIYA UTPAD SHULKYA BHAWAN :1<sup>ST</sup> FLOOR:180, SHANTIPALLY  
E.M BYPASS KOLKATA - 700 107

C. No.II(31)1-ET/Kol-I/2014/18843B

Dated: 11-08-2015

**EMPLOYMENT NOTIFICATION**

APPLICATIONS ARE INVITED FROM MERITORIOUS SPORTSPERSONS IN THE SPORTS DISCIPLINES MENTIONED IN (Table-01) FOR APPOINTMENT IN THE CADRES MENTIONED IN (Table-02), IN THE PAY SCALES MENTIONED THEREIN FOR THE OFFICES UNDER THE JURISDICTION OF PRINCIPAL CHIEF COMMISSIONER, **CENTRAL EXCISE, KOLKATA ZONE** .

*Table-01*

Sl. No	Name of the Sport	Total Number of vacancies
1.	Athletics,	12
2.	Table Tennis	
3.	Swimming,	
4.	Tennis,	
5.	Football,	
6.	Basketball	
7.	Cricket	
8.	Boxing	
9.	Archery	

*Table-02*

Sl.No	Name of the Post	Pay Scale	No.of Vacancies
		AS PER CCS (REVISED PAY) RULES, 2008	

01	Tax Assistant	Pay Band-I, Rs.5200-20200 with Grade Pay of Rs.2400	12
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## 2. Eligibility

The following categories of sportspersons will be considered as meritorious and will be eligible for appointment subject to fulfillment of other conditions laid down below:

### **Sportspersons who have represented:-**

- (i) The country in an international competition
- (ii) A state in a national competition.
- (iii) Their universities in the inter-university tournaments conducted by the inter-university Sports Board.
- (iv) The State school teams in the national sports/games for schools conducted by the All India School Games Federation.
- (v) Awardees of National Awards in physical efficiency under the national physical efficiency drive.

3. Sportspersons, who claim to belong to any of the categories mentioned above, should produce a certificate in the prescribed form No. 1 to 5 specified in Annexure A and duly signed by the appropriate authorities as specified in Annexure-B. Departmental candidates should route their applications through proper channel.

4. The candidates will have to appear in the practical / field tests relevant to sports discipline they have applied for.

(a) While determining the proficiency in sports, the levels at which the candidate have participated in the respective disciplines and their current form will also be taken into account. For this purpose, they could also be subjected to practical/field test to be conducted by an expert in the respective discipline. Having regard to the requirements of the Commissionerates and the proficiency of the candidates in their respective sports discipline, a list of candidates in the order of their ranking will be drawn up.

4(b). In addition to the above, the following eligibility conditions as per the Recruitment Rules of the relevant posts need to be satisfied.

**Table-03**

<i>Sl.No</i>	<i>Eligibility conditions</i>	<i>Tax Assistant</i>
01	Educational qualifications	Degree from a recognized University or equivalent.
02	Age Limit	18-27 years.

03	Age Relaxation	<p>(The crucial date for determining the age shall be the closing date for receipt of applications from candidates)</p> <p>(i) Outstanding Sportspersons may be allowed relaxation in upper age limit by 05 years (10 years for SC/ST candidates).</p>
04	Written Test	<p>All eligible sports persons may be called for a written test on the pattern similar to the examinations conducted by the Staff Selection Commission for the posts of Tax Assistant. The Written Test will be of qualifying nature and consists of following papers.</p>
05	<p>Details of Written Test Papers</p> <p>(The syllabus for the above examinations can be downloaded from the website of Staff Selection Commission, <a href="http://www.ssc.nic.in">www.ssc.nic.in</a>.)</p>	<p>The Examination will be conducted in three tiers as indicated below:</p> <p>Tier-I: Written Exam (Objective Multiple Choice Type)</p> <p>Tier-II: Written Exam (Objective Multiple Choice Type)</p> <p>Tier-III: Skill Test</p> <p><b><i>Tier-I:</i></b></p> <p>Part A - General Intelligence + Reasoning (50 marks)</p> <p>Part B - General Awareness (50 marks)</p> <p>Part C- Quantitative Aptitude (50 marks)</p> <p>Part D - English Comprehension (50 marks)</p> <p>(Total marks-200/duration-02 hours)</p> <p><b><i>Tier II</i></b></p> <p>Paper I- Quantitative Abilities</p> <p>(200 Marks/100 questions) Duration: 2 hours</p> <p>Paper II - English Language &amp; Comprehension</p> <p>(200Marks/ 200 questions) Duration 2 hours</p> <p>Total marks : 400</p>

06	Skill Test  (Only those candidates who secure atleast the minimum qualifying marks in the written examination as may be fixed by this Office will be eligible to appear in the SKILL TEST.)	a) Should have basic knowledge in the use of computer applications b) Should possess a speed of not less than 8000 key depressions per hour for data entry work. c) For this a Data Entry Speed Skill Test at 2000 (Two Thousand) key depressions for a duration of 15 (fifteen) minutes will be conducted in the manner decided by this Office (which will be of <b>qualifying nature</b> )
07	Probation period	2 years

4 (c). No such appointments shall be made unless, the candidate is, in all respects, eligible for appointment to the post applied for, and in particular, with regard to age, educational or experience, qualifications prescribed under the Recruitment Rules applicable to the post, except to the extent to which relaxations thereof have been permitted in respect of class/category of persons to which the applicant belongs.

5. **LAST DATE:** The last date for receipt of applications in this office is 30 (thirty days) from the date on which the advertisement (abridged) for these posts is published in the Employment News. Applications found incomplete will not be entertained. Any application received after the due date is liable to be rejected.

6. **Travelling Allowance:** No traveling allowance will be paid to the applicants except those belonging to SC & ST categories as per orders under Supplementary Rules 132. The candidates shall have to make their own arrangements for their stay, if required, for appearing in the tests.

7. Any canvassing by or on behalf of the candidate or other any outside influence with regard to their selection/recruitment shall be considered as disqualification.

8. **Application:** Applications should be made in English or Hindi in the format enclosed as **Annexure-C**.

9. **Enclosures :** Certified copies of educational qualifications, proof of date of birth and having attained the standard of meritorious sports person etc should be submitted along with the application. SC, ST and OBC candidates are further required to submit evidence of their belonging to these castes and tribes. Originals need not be sent. Self attested copies of the relevant documents shall suffice.

10. **Address for sending application:** Applications (**Annexure-C**) should be addressed to the **Additional Commissioner (P&V), Central Excise, Kolkata-I Commissionerate, Kendriya Utpad Shulkh Bhavan, Room No 102, 1<sup>st</sup> Floor, 180, Shantipally, Rajdanga Main Road, Kolkata-700107** and sent by Speed / Registered Post superscribing on the envelope, "APPLICATION FOR RECRUITMENT FOR THE POST OF TAX ASSISTANT UNDER SPORTS QUOTA-2015" .

Encl: As above.

Sd/-

(S. D. CHAND)

ADDITIONAL COMMISSIONER

**ANNEXURE – A**

FORM I

(For representing India in an International Competition in one of the recognised Games/Sports).

NATIONAL FEDERATION/NATIONAL ASSOCIATION  
OF.....

Certificate to a meritorious sportsmen for employment to Group C & D Service under the Central Government.

Certified that Shri/Smt./Kumari ..... Son/Wife/Daughter 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 .....

Place.....

Signature.....

Date.....

Name .....

Designation.....

Name of the Federation/National Association.....

Address.....

Seal.....

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

FORM-2

(For representing a State in India in a National competition in one of the recognised Games/Sports).

STATE ASSOCIATION OF ..... IN THE GAME  
OF .....

Certificate to a meritorious sportsmen for employment to a Group C & D service under the Central Government.

Certified that Shri/Smt./Kumari..... son/Wife/Daughter  
of Shri..... resident of. (complete  
address).....  
..... represented the State of .....  
in the game/event of..... in the 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 .....

Place.....

Signature.....

Date.....

Name .....

Designation.....

Name of the State Association .....

Address.....

Seal.....

Note: This Certificate will be valid only when signed personally by the Secretary of the State Association.

FORM - 3

(For representing a University in the Inter-University Competition in one of the recognised Games/Sports).

UNIVERSITY OF.....

Certificate to a meritorious sportsman for employment to a Group C & D service under the Central Government.

Certified that Shri/Smt./Kumari..... Son/Wife/Daughter of Shri ..... resident of .....

Student of ..... represented the University of.....

in inter 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 records available in the office of Dean of Sports of Officer in overall charge of sports in the University of.....

Place:.....

Signature:.....

Date:.....

Name:.....

Designation.....

Name of University.....

Address.....

Seal.....

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

FORM - 4

(For representing a State School Team in the National Games for School in one of the recognised Games/Sports).

Directorate of Public Instructions/Education of the State  
of .....

Certificate to a meritorious sportsman for employment to a Group C & D service under the Central Government.

Certified that Shri/Kumari ..... Son/daughter of  
Shri ..... resident of .. (Complete  
address).....

..... Student of ..... .. 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 records available in the office of Directorate of Public Instructions/Education of .....

Place.....

Signature .....

Date.....

Name.....

Designation.....

Address.....

Seal.....

Note: This certificate will be valid only when signed personally by the Director or Additional/Joint or Deputy Director in overall charge of sports/games/for Schools in the Directorate of Public Instruction/Education of the State.

FORM - 5

(For the Awardees in Physical Efficiency performances conducted by the Ministry of Education & Social Welfare)

Government of India/Ministry of Education & Social Welfare.

Certificate to a meritorious sportsmen for employment to a Group C & D posts/service under the Central Government.

Certified that Shri/Kumari..... Son/Daughter of Shri..... resident of ... (complete address) ..... represented the ..... School Team in the game/event of ..... in at the National Competition held at ..... from .....to.....

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

Place.....

Signature.....

Date.....

Name.....

Designation.....

Address.....

Seal.....

Note: This certificate will be valid only when signed personally by the Secretary or other Officer in overall charge of Physical Efficiency in the Ministry of Education and Social Welfare.

**ANNEXURE - B**

**List of Authorities**

<b>Sl.No.</b>	<b>Competition</b>	<b>Authority awarding Certificate</b>	<b>Form in which certificate is to be awarded</b>
1	International Competition	Secretary of the National Federation of the game	1

		concerned	
2	National Competition	Secretary of the National Federation or Secretary of the State Association of the Game concerned	2
3	Inter-University Tournaments	Dean of Sports or other Officer in overall charge of sports of the University concerned	3
4	National /Sports/Games for Schools	Director or 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 officer in overall charge of Physical Efficiency in the Ministry of Education and Social Welfare, Government of India	5

**ANNEXURE - C**

**PROFORMA**

To

The Additional Commissioner,  
 Central Excise,  
 Kolkata-I Commissionerate,  
 Kendriya Utpad Shulkh Bhavan,  
 1<sup>st</sup> Floor,180 Shantipally, Rajdanga Main Road,  
Kolkata – 700107.

Signed  
 Photograph

APPLICATION FOR THE POST OF .....

1. NAME (in block letters) :

2. FATHER'S NAME :

3. PRESENT ADDRESS :

4. DATE OF BIRTH :

5. AGE AS ON (Closing date for receipt of applications) ..... :

DAYS MONTHS YEARS

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6. EDUCATIONAL QUALIFICATIONS :

S.No	Name of the Board / University	Passed in the year	Division	%	Subjects.

7. NATIONALITY :

8. WHETHER BELONG TO SC/ST/OBC

(self attested copy of caste certificate to be enclosed) :

9. PREVIOUS EXPERIENCE, IF ANY :

10. RELEVANT SPORTS DISCIPLINE :

(as mentioned in Table-01)

11. PARTICULARS OF TOURNAMENTS

IN WHICH PARTICIPATED AND  
DETAILS OF AWARDS, MEDALS, WON  
& CERTIFICATES RECEIVED IN RELEVNT  
SPORTS DISCIPLINE ETC., :

DECLARATION

I hereby declare that the information given above is true to the best of my knowledge and nothing has been suppressed or mis-stated. If at any time it becomes known that any of the facts given by me are wrong I understand that my candidature / appointment will be terminated without notice.

Place:

Date:

Signature of applicant:

NAME OF THE APPLICANT

Applicants employed in Govt. Departments / Govt. Undertakings should submit their applications **through proper channel.**