

RECRUITMENT OF MERITORIOUS SPORTS PERSON
IN CENTRAL TAX DEPARTMENT – HYDERABAD



GOVERNMENT OF INDIA
OFFICE OF THE PRINCIPAL COMMISSIONER OF CENTRAL TAX, HYDERABAD
GST Bhavan, L.B. Stadium Road, Basheerbagh, Hyderabad – 500004

SPORTS QUOTA RECRUITMENT - 2017-18

Applications are invited from meritorious sports persons who have represented the Country / State/ University in the International/National/Inter University (conducted by Inter University Sports board) Tournaments for appointments to Two posts of **Tax Assistant** (Level – 4 in the pay matrix (Rs. 25,500-81,100)), one post of **Stenographer Grade-II** (Level – 4 in the pay matrix (Rs. 25,500-81,100)) and three post of **Havaldar** (Level – 1 in the pay matrix (Rs. 18,000-56,900)) under Sports quota. Further details regarding the discipline of Sports earmarked for recruitments, educational qualifications, other eligibility conditions are available at our websites www.cbec.gov.in & www.cexhyd2.gov.in. The application completed in all respects should reach the undersigned on or before 25.01.2018 (30.01.2018 for candidates domiciled in North Eastern States, Andaman and Nicobar Islands, Lakshadweep, Jammu & Kashmir).

Sd/-
Additional Commissioner (P&V)
O/o The Principal Commissioner of Central Tax, Hyderabad

RECRUITMENT AGAINST SPORTS QUOTA IN THE CENTRAL TAX, CENTRAL EXCISE AND CUSTOMS DEPARTMENT HYDERABAD for the year 2017-18

The Principal Commissioner of Central-tax, Hyderabad invites applications for recruitment of meritorious sports persons in different games/sports. The recruitment will be made in the following posts.

Sl. No.	Name of the Post	No. of Vacancies	Pay (As per 7th CPC)
1	Tax Assistant	2	Level – 4 in the pay matrix (Rs. 25,500-81,100)
2	Stenographer Grade-II	1	Level – 4 in the pay matrix (Rs. 25,500-81,100)
3	Havaldar	3	Level – 1 in the pay matrix (Rs. 18,000-56,900)

The selected candidates would also be entitled to all the allowances as applicable to Central Government employees.

The application form along with terms and conditions and instructions to the candidates should be downloaded from the Central Board of Excise and Customs Department official website www.cbec.gov.in and from the Central Tax, Hyderabad website www.cexhyd2.gov.in.

The application form duly filled in all respects should be submitted in a closed cover super scribed with words. “Application of meritorious sports person” in Central Tax and Central Excise Department 2017 and addressed to the

**Additional Commissioner (P&V)
O/o The Principal Commissioner of Central Tax, Hyderabad
GST Bhavan, L.B. Stadium Road, Basheerbagh,
Hyderabad 500004.**

The applications may be sent either by post or in person so as to reach the above address by 25.01.2018 (30.01.2018 for candidates domiciled in North-Eastern States, Andaman & Nicobar Islands, Lakshadweep, Jammu & Kashmir).

The applications received after last date will not be entertained.

TERMS & CONDITIONS

1. Candidates should read the below mentioned terms and conditions and instructions carefully before filling up the form.
2. (a) The application should be strictly as per the proforma prescribed.
(b) Only one application should be submitted by the candidate. If any candidate submits more than one application, all the applications will be summarily rejected.
3. The application should be filled up in Block Letters in English using ink pen or ballpoint pen preferably **Black ink**.
4. (a) The applicant should clearly indicate the post in the application form to which he is applying for by marking '1', '2' and '3' in order of preference and 'X' if not interested in a post. *For eg., if a person is applying only for the post of Tax Assistant he has to mark '1' in the cell against the post and mark cells against Stenographer Grade-II and Havaldar 'X'. If a person is applying for post of Tax Assistant and Stenographer Grade-II in that order of preference, he has to mark '1' against cell corresponding to Tax Assistant and '2' against Stenographer Grade-II and mark the cell against Havaldar 'X' and if a person is applying for post of Stenographer Grade-II and Havaldar only in that order of preference, he has to mark cell against Tax Assistant 'X', and mark '1' and '2' in cell against Stenographer Grade-II and Havaldar.*
(b) Failure to indicate the post(s) will make his/her application liable for rejection without any further correspondence.
5. The applicant should submit along with the application, the under mentioned forms duly filled up and signed by the respective sports authorities as mentioned in the forms.
 - i) Form-1 for representing India in an International competition
 - ii) Form-2 for representing a State in a National competition
 - iii) Form-3 for representing the University in the inter-university competition
 - iv) Form-4 for representing the State School team in National Games for Schools
 - v) Form-5 for awards in physical efficiency performances conducted by Ministry of Education and Social Welfare.

ELIGIBILITY CONDITIONS

1. **AGE LIMIT:** Minimum 18 years and maximum **25** years as on 01.01.2018. Accordingly persons must have been born not earlier than 02.01.1993 and not later than 01.01.1998 can apply. The Upper age limit is relaxed up to a maximum of 5 years (10 years in the case of SC/ST) in the case of sports persons with exceptional achievements and who satisfy all other eligibility conditions and who furnish the necessary certificates.

2. EDUCATIONAL QUALIFICATION :

- a. Category (1): Candidate must have passed Bachelor's Degree in any subject from a recognized University or Institute.
- b. Category (2): Candidate must have passed 12th Standard or equivalent examination from a recognized Board or University.
- c. Category (3): Candidate must have passed 10th Standard or equivalent examination from a recognized Board or University.

3. SPORTS ELIGIBILITY :

The proficiency will be evaluated on the basis of their participation in recognized tournaments / events in the calendar year 2017, 2016, 2015 and 2014 for which details should be furnished as Annexure A. The tournaments/ events will be evaluated in the following descending order of importance.

- a) International Tournaments/Events like Olympics & World Championship.
- b) International Tournaments/Events of regional importance like Asian Games/ Commonwealth Games / Afro Asian Games.
- c) Other International Tournaments / Events like SAF Games.
- d) Domestic Tournaments / Events of National level of seniors like National Games, National Federation Games etc.
- e) Domestic Tournaments / Events of National level of Juniors
- f) Inter University Tournaments.
- g) National School Games
- h) National physical efficiency /drive certificate holders.

The best of three performances only in the calendar year 2017, 2016, 2015 and 2014 will be considered for evaluation. These should be properly filled up in Annexure-A of the application.

4. LIST OF GAMES/ SPORTS for which recruitment being made

Sl. No.	Name of the Sport	Gender	Cadres	Number of Vacancies	Position
1	Cricket	Male	Tax Assistant	2	-
			Stenographer Gr-II	1	-
			Havaldar	2	-
2	Volleyball	Male	Havaldar	1	Setter

5. SELECTION OF THE CANDIDATES

The applications will be scrutinized and suitable candidates will be shortlisted for further selection process. The eligible candidates will have to appear in the field test relevant to Sports discipline. There will be a written test. Results will be announced on the website and communication will be sent to the shortlisted candidates.

Success in the above test confers no right to appointment unless the department is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the post.

6. The recruitment process will be in two phases. In the first phase, all the applicants will be ranked, as per their option of the post applied for, based on their current form and achievements in sports and games.

It is clarified that field trial will be conducted to check the fitness levels of the candidates and performance in the field trials will carry marks and will also count for ranking purpose. In case any candidate is unable to take the fitness test for any reason whatsoever or having taken the test is not found fit, he would not be considered for appointment, despite his rank in the Select List. However, the candidates who are not found fit in the field trials will not be considered for appointment. The current form will be evaluated based on the year of participation in recognized tournaments/events in the calendar year 2017, 2016, 2015 and 2014 for which the details should be furnished as per Annexure-A.

7. The shortlisted candidates will be called for written test. The written examination for the post of TAs/Stenographer-II/Havaldar will be in English and will consist of objective type multiple choice questions in General Knowledge, Reasoning, Numerical/Quantitative Aptitude, General English and General Awareness. The candidates applying for Tax Assistants posts will be required to take a data entry test for 15 minutes and for the post of Stenographer Grade-II post will be required to take a skill test for 15 minutes. Based on the aggregate marks obtained in the field trials and written test, the candidates will be ranked for selection.

8. The written exam and field trials will be held in Hyderabad. The selected candidate will be required to appear for the same at their own expense.

9. The applicant should enclose attested copies of the following certificates.

- (i) Matriculation/SSC or equivalent certificate for proof of age
- (ii) Education qualifications

- (iii) Sports/games certificates as mentioned in Annexure-A.
 - (iv) Caste certificate in proof of caste.
10. Sports achievements certified by authorities other than those recognized by the Ministry of sports and youth welfare shall not be considered.
11. Sports persons who are already employed in Central Government or State Government or PSU should submit an NOC from the present employer which should be enclosed with the application.
12. The selected candidates will be on probation for 2 years or such period as per the extant instructions of the Government of India. His participation in the tournaments/meets on behalf of the Department will also be a deciding factor in the declaration of his probation. The selected candidates will be required to represent the Central Tax and Central Excise Department Hyderabad region, in the tournament /meets as decided at least for 5 years. **The selected candidates will also be required to sign an undertaking that he would not leave the department or seek inter-zone transfer for a period of 10 years.**
13. Any form of canvassing by any candidate will render his candidature liable to be rejected summarily at any stage of the recruitment process.
14. The Principal Commissioner of Central tax has got the right to cancel the recruitment process.
15. In the event of any tie the decision of the appointing authority will be final.

Sd/-

Additional Commissioner (P&V)
O/o The Principal Commissioner of Central Tax, Hyderabad
GST Bhavan, L.B. Stadium Road, Basheerbagh, Hyderabad – 500004

Annexure -II

APPLICATION FOR RECRUITMENT OF MERITORIOUS SPORTSPERSONS IN THE OFFICE OF THE PRINCIPAL COMMISSIONER OF CENTRAL TAX, HYDERABAD

Post applied for

Tax Assistant	
Stenographer Grade-II	
Havaldar	

Affix latest passport size color photograph of the candidate duly attested by a Gazetted Officer

Please refer instruction 4(a) while filling up above table

(Please fill the form in the black ink in Capital letters)

A) Full Name	First	Middle	Last
B) Father's Name			
C) Gender (Male/Female)			
D) Permanent Residential Address			
E) Address for communication			
F) Date of birth (DD/MM/YYYY)			
G) Age (as on 01/08/2016)			
H) Whether General/SC/ST			
I) Educational Qualification			
J) Sports event/game (give detailed information including nature of event and playing details wherever applicable, along with copies)			
K) Details of best performance (please enclose proof)			
a) International (mention the name of event, year & month when event was held and position secured)			

b) National(mention the name of event, year & month when event was held and position secured)		
c) Inter-university (mention the name of event, year & month when event was held and position secured)		
d) Others (mention the name of event, year & month when event was held and position secured)		
L) Details of last performance in sports (proof to be enclosed)		
M) Documents to be submitted(self-attested) : a) Educational certificate/Mark Sheet [Marks list and Certificate of the university (as applicable) b) Age proof (as per matriculation certificate) c) Sports Certificate d) Caste Certificate (in case of /SC/ST candidate)		
N) Telephone no.		
O) E-mail id, if any		
P) Aadhar number (optional)		
Q)Any other Government/ Bank Identity particulars(Enclose Photocopy)	Document Type	
	Number	

DECLARATION

I hereby declare that all statements made in the application are true, complete and correct to the best of my knowledge and belief, I understand that in the event of any information being false or incorrect or ineligibility being detected before or after the test/ interview my candidature/ appointment is liable to be cancelled/ terminated. I have not submitted any other application for this post. I am aware that if I contravene this rule, my application will be rejected summarily by the Department.

I further declare that I fulfill all the conditions of eligibility regarding age limit, educational qualification & sports eligibility etc. prescribed for the post.

Place:

Signature of the candidate:

Date:

Full Name:

FORM 1

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

NATIONAL FEDERATION/NATIONAL ASSOCIATION OF _____

Certificate to meritorious sportsman for employment to
Group 'C' and 'D' services 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 _____.

Signature: _____

Place: _____

Name: _____

Date: _____

Designation: _____

Name of 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 State in India in a National Competition in one of the recognized Games/

STATE ASSOCIATION OF _____
IN THE GAME OF _____

Certificate to meritorious sportsman for employment to

Group 'C' and 'D' services 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 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 State Association of _____

Signature: _____

Place: _____

Name: _____

Date: _____

Designation: _____

Name of 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
recognized Games/Sports)

UNIVERSITY OF _____

**Certificate to meritorious sportsman for employment to
Group 'C' and 'D' services under the Central Government**

Certified that Shri/Smt./Kumari _____ son/wife/daughter of Shri _____
_____ -resident of _____ (complete address) 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 or Officer in Overall
charge of sports in the University of _____.

Place: _____

Date: _____

Signature: _____

Name: _____

Designation: _____
Name of University _____

Address:- _____

Seal: _____

NOTE: This certificate will be valid only when signed personally by the Dean/Director or other Officer in overall
charge of Sports in the University.

FORM 4

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

**DIRECTORATE OF PUBLIC INSTRUCTIONS/EDUCATION
OF THE STATE OF _____**

**Certificate to meritorious sportsman for employment to
Group 'C' and 'D' services under the Central Government**

Certified that Shri/Smt./Kumari _____
son/wife/daughter of Shri _____-resident of _____
_____ (complete
address), student of _____ represented the
_____ State School team in the game /event of _____ in
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 _____.

Place: _____

Signature: _____

Date: _____

Name: _____

Designation: _____

Address: _____

Seal: _____

NOTE: This certificate will be valid only when signed personally 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/DEPARTMENT OF YOUTH AFFAIRS AND SPORTS

Certificate to a meritorious sportsman 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-A

Details of Participation in Sports/Games

Sl. No.	Date of event	Place where event is held	Name of the tournament/event	Events participated	Position earned
Best three performances during the year 2017					
1.					
2.					
3.					
Best three performances during the year 2016					
1.					
2.					
3.					
Best three performances during the year 2015					
1.					
2.					
3.					
Best three performances during the year 2014					
1.					
2.					
3.					

Note:

(1)Details of best three performances in the calendar years 2017, 2016, 2015 and 2014 only should be furnished.

(2).Copies of certificates duly attested should be furnished.

(3).Form No.1/2/3/4/5 as applicable duly certified by the Prescribed Authorities of the Sports Associations etc. should be furnished.

Date:

(SIGNATURE OF THE APPLICANT)