

South Eastern Railway

Office of the
Sr.Divl.Personnel Officer
S.E Railway, Adra
Dt. 13.08.2024

No. SER/P-ADA/EP/209/AO/2024

To
All the Branch Officer
S.E. Railway, Adra

Sub: Willingness for the post of Administrative Officer in CGST & CE, Vadodara Zone CGST & CE Ahmedabad Zone and Customs Ahmedabad Zone on Deputation basis-reg.

Ref: i) APO /R/GRC's Letter No. SER/P-HQ/Ruling/0/867/Pt.II dated 06.08.2024

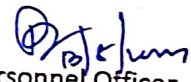
ii) Add. Commissioner/CCO,CGST&CE/Vadodara Zone's
F.No.GCCO/CCA /PROM/54/2023-CCA dated 31.07.2024

Enclosed please find herewith the APO/R/GRC's Letter No. SER/P-HQ/Ruling/0/867/Pt.II dated 06.08.2024 and Add. Commissioner/CCO,CGST&CE/Vadodara Zone's F.No.GCCO/CCA /PROM/54/2023-CCA dated 31.07.2024 under reference, which speaks for itself.

Therefore, you are requested to give wide publicity amongst the eligible staff under your kind control and please ^{arrange to find} submit the applications of willing candidates to OS/ OMS of Sr.DPO's office, Adra within 23.08.2024 positively for further course of action.

This is for your kind information and necessary action please.

Encl. : As above.


Asst. Personnel Officer
For Sr.Divl. Personnel Officer
S.E. Railway, Adra

Copy to: OS(G) to DRM/Adra is advised to upload the same to the railway website of Adra division please.


Asst. Personnel Officer
For Sr.Divl. Personnel Officer
S.E. Railway, Adra

दक्षिण पूर्व रेलवे / SOUTH EASTERN RAILWAY

Office of the
Pr. Chief Personnel Officer
11, Garden Reach Road
Kolkata - 700 043

संख्या/ No.SER/P-HQ/Ruling/0/867/Pt.II

दिनांक/Dated : 06.08.2024

To
The All Concerned
S.E. Railway

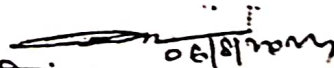
Sub: Willingness for the post of Administrative Officer in CGST & CE, Vadodara Zone, CGST & CE Ahmedabad Zone and Customs Ahmedabad Zone on Deputation basis-reg.

Ref: Additional Commissioner (CCA), CCO, CGST & CE, Vadodara Zone's notification no. GCCO/CCA/PROM/54/2023-CCA dated 31.07.2024.

Additional Commissioner (CCA), CCO, CGST & CE, Vadodara Zone's notification no. GCCO/CCA/PROM/54/2023-CCA dated 31.07.2024 regarding willingness for the post of Administrative Officer in CGST & CE, Vadodara Zone, CGST & CE Ahmedabad Zone and Customs Ahmedabad Zone on Deputation basis is sent herewith for information and necessary action at your end please.

You are requested to circulate the same so that the willing eligible candidates can apply in prescribed proforma enclosed complete in all respects, Vigilance /D&AR Clearance, Integrity Certificate and statement indicating the major/minor penalties imposed upon the applicant during the last 10 years, duly certified copies of APARs/ACRs ratings for the last five (05) years, No Objection Certificate from the respective Cadre Controlling Authority to relieve the officer in the event of his/her selection and history of Posting ring from joining the Department through proper channel addressed to the office of The Chief Commissioner, CGST & CE, Vadodara Zone, 2nd Floor, GST Bhawan, Race Couse Circle, Vadodra-390007 latest by 30.08.2024.

Encl: As above


(चित्तरंजन कुमार)
(Chittaranjan Kumar)
सहायक कार्मिक अधिकारी(आर)
Asstt. Personnel Officer(R)
कृते प्रधान मुख्य कार्मिक अधिकारी
for Pr. Chief Personnel Officer



मुख्य आयुक्त का कार्यालय

केंद्रीय जीएसटी और केंद्रीय उत्पाद शुल्क, वडोदरा जोन
द्वितीय तल, जीएसटी भवन, रेसकोर्स सर्कल, वडोदरा - ३९० ००७ (गुजरात)

Office of the Chief Commissioner

Central GST and Central Excise, Vadodara Zone
2nd Floor, GST Bhavan, Race Course Circle, Vadodara - 390007 (Gujarat)
Phone No. 0265-2331002, Fax No. 0265-2339226
Email ID: ccu-cexvdr@nic.in

F. No. GCCO/CCA/PROM/54/2023-CCA Dated:31-07-2024

CIRCULAR

Subject: Willingness for the post of Administrative Officer in CGST & CE, Vadodara Zone, CGST & CE Ahmedabad Zone and Customs Ahmedabad Zone on Deputation basis-reg.

In pursuance of the Board's letter F.No.A-26017/91/2017-Ad.IIA, dated 16.03.2022, applications of willing officers are invited to fill up the following posts in CGST & CE, Vadodara Zone, CGST & CE Ahmedabad Zone and Customs Ahmedabad Zone, in the pay scale mentioned against the posts from Officers of the Central Government or State Government or Union territories. The details are as under:

Name of the Post	Pay Level in Pay Matrix	No. of vacancies
Administrative Officer, General Central Service, Group-B Gazetted, Ministerial	Level-7 in the 7th CPC Pay Matrix (44,900-1,42,000)	82

2. Above posts will be filled up by way of deputation as per the below-mentioned eligibility criteria as prescribed in the Ministry of Finance, Department of Revenue, Central Board of Indirect Taxes & Customs, Administrative Officer, Group B Post Recruitment Rules, 2020.

Handwritten signature
DEPO/HR
APO/R

3. Eligibility Conditions:

Officers of the Central Government or State Government or Union Territories:

- a. holding analogous posts on regular basis in the parent cadre or Department; or
- b. with five years regular service in the grade rendered after appointment thereto on regular basis in Level-6 in the pay matrix (35,400 1,12,400) or equivalent in the parent cadre or Department.

Possessing the following educational qualification and experience:

- a. Bachelor's degree from a recognized University or Institute.
- b. Two years' experience in Accounts, Administration, and Establishment work in a Government Office or Public Sector Undertaking or Autonomous body or Statutory body.

Note 1: The period of deputation including the period in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government, shall ordinarily not exceed five years or extended as per the guidelines issued by the Government of India from time to time.

Note 2: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Note 3: The Maximum age limit for appointment by deputation shall not exceed 56 (fifty six) years as on the closing date of receipt of application.

4. It is requested that **this circular may please be circulated widely among all the officers in the formations under your jurisdiction** and the applicants of willing officers may be obtained in the Proforma enclosed and forwarded to this office along with the following particulars:

- i. Duly certified copies of ACR/APAR grading for last 5 Years.
- ii. History of Posting right from joining the Department.
- iii. Certificate of Vigilance Clearance, Integrity Certificate and statement indicating the major / minor penalties imposed upon the applicant during the last 10 years.
- iv. No Objection Certificate from the respective Cadre Controlling Authority to relieve the officer in the event of his/her selection.

5. While forwarding the applications of the eligible and willing officers, the particulars furnished by the applicants should be duly verified/ countersigned by an officer, not below the rank of Joint Commissioner/Director.

6. The willing and eligible officers are requested to send their application through proper channel, addressed to **"The Chief Commissioner, CGST & CE, Vadodara Zone, 2nd Floor, GST Bhawan, Race Course Circle, Vadodara, 390007"**. Incomplete applications or applications not received through proper channel or applications received after the specified date shall not be entertained and would be straightaway rejected.

7. The officers who are selected would be normally appointed for a period of 03 years and will also be eligible for Deputation Allowance as applicable. They will not be allowed to withdraw their name and will also not be relieved till the expiry of the tenure of three years. They may be posted anywhere in the jurisdiction of CGST & CE, Vadodara Zone, CGST & CE Ahmedabad Zone and Customs Ahmedabad Zone. If the performance and/or the conduct of the officer is not found to be satisfactory during his/her tenure, the officer will be repatriated to the parent Department/ Commissionerate / Directorate / Public Sector Undertaking / Autonomous body even before completion of the deputation period.

8. The last date of receipt of applications will be **30/08/2024**.

9. This is issued with the approval of the competent authority.

Signed by Pradip
Gurumuthy

Date: 31-07-2024 09:21:06
Additional Commissioner (CCA)
CCO, CGST & CE, Vadodara Zone

Copy for information and necessary action to:

1. The Webmaster (CBIC), Directorate of Systems, CR Building, IP Estate, New Delhi - 11 002, with a request to place this Circular in CBIC website.
2. All Ministries & Department under Government of India with a request that this circular may be circulated in their Ministries / Departments and among their attached / subordinate offices.
3. The Chief Secretaries to the Government of all States / UTs.
4. The Director General of BSF, CISF, CRPF, SSB, ITBP, RPF, Assam Rifles, NCRB with request that this circular may be circulated in their Departments and among their attached / subordinate offices.
5. All Principal Chief Commissioners / Chief Commissioners / Director Generals of CBDT.
6. All Principal Chief Commissioners / Chief Commissioners / Director Generals of

PROFORMA

1.	Name of Officer	
2.	Date of Birth	
3.	Educational Qualification	
4.	Date of Joining in Govt. Service	
5.	Date of Joining in the Present Cadre	
6.	Present Place of Posting	
7.	Date from which working in the present place	
8.	Pay Scale and Present Pay	
9.	Experience in works of Accounts, Establishment and Administration	
10.	Awards/Distinctions	
11.	APAR grading for last five years (duly certified by the Controlling Officer)	
12.	Vigilance Clearance till date (Certifying that the officer is free from Vigilance angle)	
13.	History of Postings (Attach Separate Sheet, if required)	
14.	Name, Designation and contact details of present Controlling Officer	

I undertake to work on deputation anywhere in the jurisdiction of CGST & CE Vadodara Zone, CGST & CE Ahmedabad Zone and Customs Ahmedabad Zone (State of Gujarat).

Date:

Signature of the willing officer

The above particulars have been verified with Service Book of the officer and found correct. His/her case is recommended for consideration on deputation basis. His/her APARs for the last 5 years (2018-19 to 2022-23) are enclosed herewith.

Date:

Signature of the Controlling officer