

समस्त जोनल अपर आयुक्त ग्रेड-1, राज्य कर,  
उत्तर प्रदेश (गौतमबुद्ध नगर जोन, नोएडा को छोड़कर)।

विषय:-CGST एवं CX, चण्डीगढ़ जोन में प्रशासनिक अधिकारी के पद की प्रतिनियुक्ति के आधार पर तैनाती किये जाने के संबंध में।

कृपया उपर्युक्त विषयक शासन ने पत्र संख्या-829/11-2-2024-09(23)/2021टी0सी0 दिनांक 12.08.2024 द्वारा ई-मेल के माध्यम से प्राप्त कार्यालय मुख्य आयुक्त, माल और सेवाकर, चंडीगढ़ क्षेत्र के पत्र दिनांक 05.08.2024 का संदर्भ ग्रहण करें, जिसके द्वारा CGST एवं CX, चण्डीगढ़ जोन में प्रशासनिक अधिकारी के पद पर इच्छुक 34 पदों को प्रतिनियुक्ति के आधार पर भरे जाने के सम्बन्ध में सर्कुलर जारी किया गया है।

उक्त के संबंध में कार्यालय मुख्य आयुक्त, माल और सेवाकर, चंडीगढ़ क्षेत्र के पत्र दिनांक 05.08.2024 की प्रति संलग्न कर इस निर्देश से प्रेषित की जा रही है कि अपने अधीनस्थ कार्यरत कार्मिकों को उक्त से अवगत कराते हुए पत्र में दिये गये निर्देशानुसार इच्छुक अभ्यर्थियों का प्रार्थना-पत्र निर्धारित प्रारूप में संस्तुति सहित लौटती डाक से मुख्यालय को दिनांक 30.08.2024 तक उपलब्ध कराना सुनिश्चित करें।

संलग्नक:-यथोपरि(विभागीय वेबसाइट पर)।

(सुनील कुमार वर्मा)

अपर आयुक्त(प्रशासन) राज्य कर,  
उत्तर प्रदेश, लखनऊ।

पू0प0सं0 व दिनांक उक्त।

प्रतिलिपि:- निम्नलिखित को सूचनार्थ एवं आवश्यक कार्यवाही हेतु प्रेषित।

- 1- अपर आयुक्त, राज्य कर, गौतमबुद्ध नगर जोन, नोएडा को उक्त पत्र दिनांक 05.08.2024 की प्रति संलग्न कर इस अनुरोध के साथ प्रेषित कि अपने अधीनस्थ कार्यरत कार्मिकों को उक्त से अवगत कराते हुए पत्र में दिये गये निर्देशानुसार इच्छुक अभ्यर्थियों का प्रार्थना-पत्र निर्धारित प्रारूप में संस्तुति सहित मुख्यालय को उपरोक्त नियत तिथि तक उपलब्ध कराने का कष्ट करें।
- 2- अपर निदेशक, राज्य कर अधिकारी प्रशिक्षण संस्थान, गोमती नगर, लखनऊ।
- 3- समस्त अनुभाग अधिकारी, राज्य कर, मुख्यालय, लखनऊ।
- 4- संयुक्त आयुक्त (आई0टी0) राज्य कर, मुख्यालय, लखनऊ को विभागीय वेबसाइट पर अपलोड किये जाने हेतु।
- 5- सहायक आयुक्त, राज्य कर, जवाहर भवन, लखनऊ।
- 6- स्था-5(क)(स्था0 अरा0 अनु0) राज्य कर, मुख्यालय।

संलग्नक:- यथोपरि(विभागीय वेबसाइट पर)।

अपर आयुक्त (प्रशासन) राज्य कर,  
उत्तर प्रदेश, लखनऊ।



कार्यालय मुख्य आयुक्त  
**OFFICE OF THE CHIEF COMMISSIONER**

माल और सेवाकर, चंडीगढ़ क्षेत्र  
**CENTRAL GOODS AND SERVICES TAX ZONE, CHANDIGARH**  
केन्द्रीय राजस्व भवन, प्लॉट नं. 19, सेक्टर: 17-C, चंडीगढ़- 160017  
**CENTRAL REVENUE BUILDING, PLOT NO.19, SECTOR: 17-C**  
**CHANDIGARH-160017**

Ph. No. 0172-2702913

e-mail ID - ccu-cexchd@gov.in

05-08-2024

CIRCULAR

**Subject: Willingness for the post of Administrative Officer in CGST & CX, CHANDIGARH Zone by deputation – reg.**

In pursuance of the Board's letter F.No.A-26017/91/2017-Ad.IIA, dated 16.03.2022, it is to apprise that applications of willing officers are invited to fill up the following posts in CGST & CX, Chandigarh Zone, in the pay scale mentioned against the posts from Officers of the Central Government or State Government or Union territories holding analogous posts on regular basis in the parent cadre or Department. 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 7 <sup>th</sup> CPC Pay Matrix (₹44,900-1,42,000)	34

1. The above post will be filled up by way of deputation basis as per the 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, which is as under:

**2. Deputation:**

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

a. (i) holding analogous posts on a regular basis in the parent cadre or Department; or  
(ii) with five years of 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.

(b) Possessing the following educational qualification and experience:

(i) Bachelor's degree from a recognized University or Institute.

(ii) 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 the application.

3. It is requested that this circular may please be brought to the notice of all eligible officers, under your charge and the applications of the willing officers may please be forwarded to this office as per proforma below and with No Objection Certificate from Cadre Controlling Authority, APAR grading for the last five years, Vigilance Clearance Certificate, Integrity Certificate and statement indicating the major / minor penalties imposed upon the applicant during the last 10 years:

4. 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. The last date of receipt of application will be 30 days from the date of issuance of this letter.

1.	Name of the Officer	
2.	Designation	
3.	Date of Birth	
4.	Date of Joining the Department	
5.	Date of Superannuation	
6.	Category (UR / OBC / SC / ST / EWS)	
7.	Educational Qualification	
8.	Present Place of Posting	
9.	Date from which present post is held & scale of Pay	
10.	Awards / Distinction received, if any	
11.	Name, Designation, and Contact Details of present Controlling Officer	
12.	History of Posting (attach separate sheet, if required)	

5. The willing and eligible officers are requested to send their application through proper channel, addressed to **"The Chief Commissioner, CGST & CX, Chandigarh Zone, 4th Floor, Central Revenue Building, Plot No. 19, Sector-17C, Chandigarh - 160017"**. 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.

6. 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 & CX, Chandigarh Zone (Chandigarh, Punjab, Himachal Pradesh and union territory of J&K). If the performance and / or the conduct of the officer is not found to be satisfactory during his / her tenure at CGST & CX, Chandigarh Zone, the officer will be repatriated to the parent Department / Commissionerate / Directorate / Public Sector Undertaking / Autonomous body even before completion of the deputation period.

7. It is requested that this circular may be widely circulated among the officers in your jurisdiction.

This is issued with the approval of competent authority.

भवदीया,  
Signed by,

Aruna Rani

Date: 05-08-2024 11:20:3

ARUNA RANI

#ApprovedByDesignation#

Copy to:

1. The Webmaster (CBIC), Directorate of Systems, CR Building, IP Estate, New Delhi with a request to place this Circular on CBIC's website.

2. All Ministries & Department of Government of India with request that this circular may be circulated in their Ministries/Departments and also among their attached/subordinate offices.

3. The Chief Postmaster General / Postmaster General / Director Postal Service, Bhopal/Nagpur/Raipur/Jabalpur Regions with request that this circular may be circulated in their departments and also among their attached/subordinate offices.

4. All Principal Chief Commissioners / Chief Commissioners / Director Generals of CBDT.

5. All Principal Chief Commissioners / Chief Commissioners / Director Generals of CBIC.

#ApprovedByDesignation#