



भारतसरकार/GOVERNMENT OF INDIA

आयुक्त, वस्तु एवं सेवाकर एवं केंद्रीय उत्पाद शुल्क, भिवंडी, मुंबई का कार्यालय
OFFICE OF THE COMMISSIONER OF CGST & C.EX., BHIWANDI
१२वाँ तल, लोटसइन्फोसेंटर, स्टेशनरोड, परेल (पूर्व), मुंबई-४०००१२
12TH FLOOR, LOTUS INFO CENTRE, STATION ROAD, PAREL (EAST), MUMBAI-400012

Subject: Filling up of the post of Administrative Officer in the CGST & Central Excise Bhiwandi Commissionerate, Mumbai Zone-reg

It is proposed to fill up the **03 (three)** posts of Administrative Officer in Level-7 of the Pay Matrix (44900-142400) in the CGST & Central Excise, Bhiwandi Commissionerate on Deputation basis on the following terms & conditions:

I Eligibility Conditions:-

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


- (a) (i) holding analogous posts on regular basis in the parent cadre or Department; or
- (ii) with five years regular service in the grade rendered after appointment thereto on regular basis in the level-6 in the pay matrix (Rs. 35400-112400) or equivalent in the parent cadre or Department.
- (b) Possessing the following educational qualification and experience:
- (i) Bachelors degree from a recognized University or Institute.
- (ii) Two years experience in Accounts, Administration, Establishment work in a Government Office or Public Sector Undertaking or Autonomous body or Statutory body.

II The selected officers will be entitled for deputation allowance, as admissible. 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. The maximum age limit for appointment by Deputation shall not be exceeding 56 years as on the closing date of receipt of application. The selected officers may be posted in HQrs., or in the Division Offices located in Kalyan / Bhiwandi as per exigencies, and they are required to make their own arrangement for residential accommodation.

III All the Ministries/Departments are requested to circulate the vacancy amongst the eligible officers, under their control, and forward the application of the eligible and willing officers in duplicate along with the following documents:-

- a) Complete Bio data of the officer.
- b) History of posting.
- c) ACR/APAR grading for the last 05(five) years duly verified and attested by competent authority.
- d) Integrity Certificate.
- e) Vigilance Clearance.
- f) No Objection Certificate by Competent authority to relieve the officer in event of selection.

IV While forwarding the applications of the eligible and willing officers, the particulars furnished by the applicants should be duly verified/countersigned by Parent Office. The application should reach the Office of the Commissioner, CGST & Central Excise, Bhiwandi, 12th Floor, Lotus Info Centre, Station Road, Parel (East), Mumbai-400012. The last date of receipt of application will be 60 days from the date of publication of the advertisement in the Employment News.


 (SUMIT KUMAR) 24/03/23
 COMMISSIONER
 CGST & CENTRAL EXCISE: BHIWANDI

F.No. ET-II/MISC/7/2023-ESTT O/o COMMR-CGST BHIWANDI
 Mumbai, the 24th March 2023

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To

1. All Ministries/Department of Government of India with request that this circular may be circulated in their Ministries/Department and also among their attached/subordinates offices.
2. The Chief Secretaries to the Government of all States/UTS.
3. The Director General of BSF, CRPF, CISF, SSB, ITBP, RPF, Assam Rifles, NCRB with request that this circular may be circulated in their Department and also among their attached / subordinate offices.
4. The Chief Postmaster General / Postmaster General / Director Postal Service, Mumbai Region / Navi Mumbai Region / Aurangabad Region / Nagpur Region / Pune Region with request that this circular may be circulated in their Departments and also among their attached/subordinate Offices.
5. The General Manager, Central Railways / Western Railways with request that this circular may be circulated in their Departments and also among their attached/subordinate Offices.
6. All Principal Chief Commissioners / Chief Commissioners / Director Generals of CBDT.
7. All Principal Chief Commissioners / Chief Commissioners / Director Generals of CBIC.
8. The Director / Deputy Director / Assistant Director, Zonal Office / Regional Office / Sub Regional Office, Ministry of Static & Program Implementation, Nagpur / Mumbai / Thane / Aurangabad/ Jalgaon/ Nanded/ Nashik / Akola/ Amravati/ Pune/ Kolhapur/ Solapur.
9. Webmaster, CBIC, Directorate of Systems, New Delhi for hosting this vacancy circular on the official website of CBIC.
10. Webmaster, CBDT, Room No. 7008, Aayakar Bhawan, Vaishali, Ghaziabad, U.P. for hosting this vacancy circular on the official website of CBDT.
11. Under Secretary (Coord.), Department of Personnel & Training, Room No. 3, North Block, New Delhi for hosting this vacancy circular on the official website of DoPT & to forward it to all Chief Secretaries of States/UTs