

APPLICATION FOR RECRUITMENT OF MERITORIOUS SPORTSPERSONS IN THE OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX, WEST BENGAL & SIKKIM

Field marked with (*) are mandatory:

1. Post(s) applied for*

Tax Assistant (TA)	
Multi-Tasking Staff (MTS)	

Affix a recent colored
front facing passport
size photo of the
candidate*

(Without spectacles or
sunglasses or any kind
of head gears like hat)
duly attested by a
Gazetted Officer

Please tick (√) in the above relevant box (es)

Mark (x) in the above box which is not applicable.

The blank box (es) will be considered as (x)

2. Please fill this form in black or blue dot ink in **Capital Letters only**.

	First Name	Middle Name	Last Name
A. Full Name* (as per Matriculation Certificate)			
B. Father's Name*			
C. Mother's Name*			
D. DOB* (dd/mm/yyyy) (as per Matriculation Certificate)		---	
E. Age as on 01.07.2026		YRS	MNTHS
F. Gender* [Put √ mark]	Male	Female	Others
G. Category* [Put √ mark]	UR	SC	ST
	EWS	OBC	PwBD
H. If PwBD, then sub-category* [Put √ mark]	OH	VH	
	HH	Others	
I. Mobile Number*			
J. Alternate Mobile Number			
K. E-mail ID*			
L. Aadhaar Number*			
M. Date of passing Matriculation*		---	
N. Date of passing Graduation (Mandatory for candidates applying for the post of TA)		---	

O. Present Address / Address for Communication*	House No:
	Road/Street/Colony:
	PO: PS:
	Vill/City/Town:
	District:
	State:
	Pin Code:

P. Permanent Address*	House No:
	Road/Street/Colony:
	PO: PS:
	Vill/City/Town:
	District:
	State:
	Pin Code:

Q. Sports/Games along with Position/Event*	
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Q. Details of Sports Achievement (from 01.01.22 to 30.06.2026)*	All the Certificates mentioning Name of the Tournament, Games/Events, Position secured are to be enclosed
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i. INTERNATIONAL (for representing India)	Name of the tournaments	Dates	Positions

ii. SENIOR NATIONAL (for representing any State/UT)	Name of the tournaments	Dates	Positions

iii. JUNIOR NATIONAL (for representing any State/UT)	Name of the tournaments	Dates	Positions

iv. UNIVERSITY GAMES / KHELO INDIA UNIVERSITY GAMES (for representing any University)	Name of the tournaments	Dates	Positions

v. KHELO INDIA YOUTH GAMES/ WINTER GAMES/ PARA GAMES (for representing any State/UT)	Name of the tournaments	Dates	Positions

vi. SCHOOL GAMES (for representing any School)	Name of the tournaments	Dates	Positions

R. Details of Current Employment (if any)	Organisation: Govt/PSU/Pvt: Place of Posting: Date of Joining:
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S. DOCUMENTS TO BE SUBMITTED* [Photocopies of Sl No. 2 to 11 must be duly attested by a Gazetted Officer]	1. Application Form (As per ANNEXURE-A) 2. Photo Identity Proof (Aadhaar Card/ Voter Card/ PAN Card/ Driving License/ Passport) 3. Address Proof (Aadhaar Card/ Voter Card/ Driving License/ Passport) 4. Birth Certificate 5. Mark sheet & Certificate of Class 10 6. Mark sheet & Certificate of Class 12 (if applicable) 7. Mark sheets & Certificate of Graduation (if applicable) 8. Mark sheets & Certificates of any other Educational Qualifications (if applicable) 9. Caste Certificate (if applicable) 10. PwBD Certificate (if applicable) 11. Certificates of Sports achievements. 12. Declaration (As per ANNEXURE-B) 13. Certificates (As per ANNEXURE-C) (if applicable) 14. Properly signed Forms (As per ANNEXURE-D)
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Note: Only one (01) application per candidate will be entertained. Submission of multiple applications will lead to cancellation of the candidature.

DECLARATION

I do hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being false or incorrect or incomplete my candidature is liable to be cancelled. In the event of any ineligibility being detected regarding age, educational qualification, sports achievement before or after the appointment, my candidature/appointment is liable to be cancelled/ terminated.

Date:

(Signature of the Candidate)

Place:

Full Name:

SELF-DECLARATION

- (i) I do hereby declare that, I have not been debarred from any examination of Central Government, State Government, PSU or Private Organisation.
- (ii) I do hereby declare that, as on date, no criminal case is pending against me and I have not been convicted by any Court of Law.
- (iii) I do hereby declare that, I have not been dismissed or removed or terminated from Central or State Government Service or PSU or Private Organisation.
- (iv) I do hereby declare that, I am clear in all the Doping Tests done by the World Anti Doping Agency (WADA) or National Anti Doping Agency (NADA) or any other relevant authorities. I have not been disqualified from any tournament or not banned by any Sports Federation due to disciplinary action. Furthermore, no ongoing investigation related to doping or the use of any unfair means in any sporting event is pending against me.

Note: In case of any pending proceedings against the candidate as per point (i) to (iv) as mentioned in this Annexure, the list of all such pending proceedings should be furnished containing the details such as type of pending proceedings, date of initiation, present status, etc

- (v) I do hereby declare that all the statements made in this annexure are true, complete and correct to the best of my knowledge and belief. In the event of any information being false or incorrect or incomplete my candidature is liable to be cancelled. In the event of any ineligibility being detected due to any pending proceedings before or after the appointment, my candidature/appointment is liable to be cancelled/ terminated.

Date:

(Signature of the Candidate)

Place:

Full Name:

**FORM OF CERTIFICATE TO BE PRODUCED BY A CANDIDATE BELONGING TO SCHEDULE
CASTE (SC) / SCHEDULE TRIBE (ST) IN SUPPORT OF HIS/HER CLAIM**

A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribes should submit in support of his/her claim an attested/certified copy of a certificate in the form given below, from the District Officer or the Sub-Divisional Officer or any other officer as indicated below of the District in which his parents (or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education.

(The format of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India)

This is to certify that Shri/Shrimati/Kumari* _____
son/daughter of _____ of village/town* _____ in
District/Division * _____ of the State/Union Territory* _____
belongs to the Caste/Tribes _____ which is recognized as a Scheduled
Castes/Scheduled Tribes* under:-

The Constitution (Scheduled Castes) order, 1950 _____

The Constitution (Scheduled Tribes) order, 1950 _____

The Constitution (Scheduled Castes) Union Territories order, 1951 * _____

The Constitution (Scheduled Tribes) Union Territories Order, 1951* _____

As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification) order, 1956, the Bombay Reorganization Act, 1960 & the Punjab Reorganization Act, 1966, the State of Himachal Pradesh Act 1970, the North-Eastern Area (Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976.

The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956 _____

The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes order (Amendment Act), 1976*.

The Constitution (Dadra and Nagar Haveli) Scheduled Castes order 1962.

The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order 1962@.

The Constitution (Pondicherry) Scheduled Castes Order 1964@

The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967 @

The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968@

The Constitution (Goa, Daman & Diu) Scheduled Tribes Order 1968@

The Constitution (Nagaland) Scheduled Tribes Order, 1970@

The Constitution (Sikkim) Scheduled Castes Order 1978@

The Constitution (Sikkim) Scheduled Tribes Order 1978@

The Constitution (Jammu & Kashmir) Scheduled Tribes Order 1989@

The Constitution (SC) orders (Amendment) Act, 1990@

The Constitution (ST) orders (Amendment) Ordinance 1991@

The Constitution (ST) orders (Amendment) Act, 1991@

The Constitution (ST) orders (Amendment) Ordinance 1996@
The Scheduled Caste and Scheduled Tribe Orders (Amendment) Act 2002@
The Constitution (Scheduled Caste) Orders (Amendment) Act 2002@
The Constitution (Scheduled Caste and Scheduled Tribe) Orders (Amendment) Act 2002@
The Constitution (Scheduled Caste) Order (Amendment) Act 2007@

2. Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes certificate issued to Shri/Shrimati_____Father/mother of Shri/Shrimati/Kumari*_____of village/town*_____in District/Division* _____of the State/Union Territory*_____who belong to the _____Caste/Tribe which is recognized as a Scheduled Caste/Scheduled Tribe in the State/Union Territory* issued by the_____dated_____.
Shri/Shrimati/Kumari and /or * his/her family ordinarily reside(s) in village/ town* _____of _____District/Division* _____of the State/Union Territory of _____

Date:

(Signature)

Place:

Name & Designation with seal of the Office

* Please delete the words which are not applicable

@ Please quote specific presidential order

% Delete the paragraph which is not applicable.

NOTE: The term ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the People Act, 1950.

****List of authorities empowered to issue Caste/Tribe Certificates:**

- (i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/ Deputy Collector/1st Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.
- (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.
- (iii) Revenue Officers not below the rank of Tehsildar.
- (iv) Sub-Divisional Officers of the area where the candidate and/or his family normally resides.

**FORM OF CERTIFICATE TO BE PRODUCED BY A CANDIDATE BELONGING TO OTHER
BACKWARD CLASSES (OBC) IN SUPPORT OF HIS/HER CLAIM**

This is to certify that Shri/Smt./Kumari _____
son/daughter of _____ of village/town _____ in
District/Division _____ in the State/Union Territory
_____ belongs to the _____ Community which is recognized as
a backward class under the Government of India, Ministry of Social Justice and Empowerment's
Resolution No. _____ dated _____*..

Shri/Smt./Kumari _____ and/or his/her family ordinarily reside(s) in the
_____ District/Division of the _____ State/Union Territory. This is
also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in
Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M.
No. 36012/22/93-Estt (SCT) dated 8.9.1993**.

District Magistrate: _____

Deputy Commissioner etc.: _____

Dated: _____

Seal: _____

* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

** As amended from time to time.

Note: The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

Government of _____

(Name & Address of the authority issuing the certificate)

INCOME & ASSEST CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____

Date _____

VALID FOR THE YEAR_____

This is to certify that Shri/Smt./Kumari _____
son/daughter/wife of _____ permanent resident of
_____Village/Street_____ Post Office_____
District_____ in the State/ Union Territory _____
Pin Code_____ whose photograph is attested below belongs to Economically
Weaker Sections, since the gross annual income* of his/ her family*** is below Rs. 8 Lakh (Rupees
Eight Lakh only) for the financial year _____His/ her family does not own or possess
any of the following assets ***

I. 5 acres of agricultural land and above;

II. Residential flat of 1000 sq. ft. and above;

III Residential plot of 100 sq. yards and above in notified municipalities;

IV Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari_____belongs to the _____caste which is
not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List).

Date:

(Signature with seal)

Place:

Name & Designation

Recent Passport size
attested photograph of
the candidate

*Note 1: Income covered all sources i.e. salary, agriculture, business, profession etc.

**Note 2: The term „Family“ for this purpose include the person, who seeks benefit of reservation, his/ her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

***Note 3: The property held by a “Family” in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

SPECIMEN FORMS REFERRED TO IN PARA-5

FORM:-1

(For representing India in an international competition in one of the recognized Games/Sports.)

NATIONAL FEDERATION/NATIONAL ASSOCIATION OF _____

**Certificate to a meritorious sportsman for employment to a Group C 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 the National
Federation/ National Association of _____.

Date: _____ Signature: _____

Place: _____ Full Name: _____

Designation: _____

Name of the National Federation/Association: _____

Seal: _____

Address: _____

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

SPECIMEN FORMS REFERRED TO IN PARA-5

FORM:-2

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

STATE ASSOCIATION OF _____ IN THE GAME OF _____

**Certificate to a meritorious sportsman for employment to a Group C 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 _____

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 _____.

Date: _____ Signature: _____

Place: _____ Full Name: _____

Designation: _____

Name of the National Federation/Association: _____

Seal: _____

Address: _____

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

SPECIMEN FORMS REFERRED TO IN PARA-5

FORM:-3

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

UNIVERSITY OF _____

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

Certified that Shri/Smt./Kumari _____
son/wife/daughter of Shri _____
resident of _____

_____ (complete address)
represented the University of _____ 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 the Dean of Sports or
Officer in overall charge of Sports in the University of _____.

Date: _____ Signature: _____

Place: _____ Full Name: _____

Designation: _____

Name of the National Federation/Association: _____

Seal: _____

Address: _____

Note: This Certificate will be valid only when signed personally by the Dean of Sports or Officer in
overall charge of Sports in the University of _____

SPECIMEN FORMS REFERRED TO IN PARA-5

FORM:-4

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

DIRECTORATE OF PUBLIC INSTRUCTION/EDUCATION OF THE STATE OF _____

**Certificate to a meritorious sportsman for employment to a Group C service
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 of
in the game/event of _____ in the National Games for School 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 Director of Public
Instructions / Education of _____.

Date: _____ Signature: _____

Place: _____ Full Name: _____

Designation: _____

Name of the National Federation/Association: _____

Seal: _____

Address: _____

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 School in the Directorate of
Public Instruction / Education of the State.

SPECIMEN FORMS REFERRED TO IN PARA-5

FORM:-5

(For representing in Khelo India University Games/ Khelo India Youth Games/ Khelo India Winter Games/ Khelo India Para Games in one of the recognized Games/Sports.)

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

Certified that Shri/Smt./Kumari _____
son/wife/daughter of Shri _____
resident of _____
_____ (complete address)
student of _____ represented the University/ Institute/
School of _____ in the game/event of _____ in
the Khelo India University Games/ Khelo India Youth Games/ Khelo India Winter Games/ Khelo India
Para Games 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 this office.

Date: _____ Signature: _____

Place: _____ Full Name: _____

Designation: _____

Name of the National Federation/Association: _____

Seal: _____

Address: _____

Note: This Certificate will be valid only when signed personally by the Officer designated / Officer in Charge from Sports Authority of India for Khelo India University Games/ Khelo India Youth Games/ Khelo India Winter Games/ Khelo India Para Games.