



GOVERNMENT OF INDIA
OFFICE OF THE CHIEF COMMISSIONER OF INCOME TAX : KOLKATA - I, KOLKATA
AAYAKAR BHAWAN, P-7, CHOWRINGHEE SQUARE, KOLKATA - 700069

F. No. 1E/11/2012-13/Sports Rec./RW/ 3963

Dated: 12/12. 06. 2013

Subject:- Recruitment of Sportspersons to the posts of Inspector, Tax Assistant, Notice Server & Multi Tasking Staff – Regarding.

Applications are invited from meritorious sports persons satisfying the requirements as mentioned in Annexure-I for appointment to the posts of **Inspector, Tax Assistant, Notice Server & Multi Tasking Staff.**

The willing and eligible candidates can send their application form as per Annexure-II on or before **31.07.2013** to the Additional Commissioner of Income Tax, Headquarters (Personnel), 1st Floor, Room No.14, Aayakar Bhawan, P-7, Chowringhee Square, Kolkata – 700069.

Muzaffar Hussain
12/6/13

(MUZAFFAR HUSSAIN)
Additional Commissioner of Income Tax,
Headquarters (Personnel), Kolkata.

**RECRUITMENT OF MERITORIOUS SPORTS PERSONS IN THE OFFICE OF THE
CHIEF COMMISSIONER OF INCOME TAX, WEST BENGAL REGION**

The Chief Commissioner of Income Tax (Cadre Controlling Authority), Kolkata, invites applications for the Recruitment of meritorious Sportspersons in different games, sports as listed below for the posts of Inspector in the pay scale of Rs. 9300-34800/-(Grade Pay Rs. 4600/-), Tax Assistant in the pay scale of Rs. 5200-20200/-(Grade Pay Rs. 2400/-), Notice Server in the pay scale of Rs. 5200-20200/-(Grade Pay Rs. 2000/-) and Multi Tasking Staff in the pay scale of Rs. 5200-20200/-(Grade Pay Rs. 1800/-). The posts are purely temporary but likely to be permanent. The probation period is of 2 years.

02. ELIGIBILITY CONDITIONS

Sl. No.	Name of the Post	Age limit as on 31.07.2013	Educational Qualification	No. of vacancies
1	Inspector	18-27 years	A degree from a recognized university or equivalent qualification	01
2	Tax Assistant	18-27 years	(i) Degree of a recognized university or equivalent; and (ii) Having Data Entry Speed of 8000 key depressions per hour.	05
3	Notice Server	18-27 years	Matriculation or equivalent from a recognized Board/Council.	07
4	Multi Tasking Staff	18-25 years	Matriculation or equivalent from a recognized Board/Council.	07

Relaxation of age : (As per Govt. of India instructions for meritorious sportspersons)
 5 years for General / OBC candidates.
 10 years in case of SC/ST candidates.
 8 years for Departmental candidates of General / OBC Category.
 13 years for Departmental candidates of SC/ST Category.

03. SPORTS ELIGIBILITY :

Appointments can be made of a sportsperson in any of the games/sports (as mentioned in para-5) considered meritorious with reference to the following criteria:-

Sports-persons having represented-

- (i) The Country in an International Competition.
- (ii) A State in a National Competition.
- (iii) Their University in the Inter-University Tournaments conducted by the Inter-University Sports Board.
- (iv) The State Schools Teams in the National Sports / Games for schools conducted by All India School Games Federation or
- (v) Sportspersons who have been awarded National Awards in Physical Efficiency under the National Physical Efficiency Drive.

Note:- The merit of sportspersons, who fulfill the aforesaid eligibility conditions, shall be considered / decided in the order of preference given above.

04. SELECTION OF THE CANDIDATES:

The applications will be scrutinized and eligible candidates with reference to the requirements mentioned above will be called for **Interview-cum-Personality test**. On the basis of their performance in Interview-cum-Personality test eligible candidates will be shortlisted and such shortlisted candidates will be required to appear in the **Ground / Proficiency Test (field trial)** for final selection. In respect of appointment to the post of Tax Assistant, the candidates are also required to qualify in the **Computer Skill Test** for the purpose of selection.

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

Note: In case suitable candidates are not available in any of the Games / Sports as mentioned in para-5, the Department will reserve its right not to consider such games / sports.

05. LIST OF GAMES / SPORTS :-

Application from meritorious sports persons in respect of the following games/sports will only be accepted.

Sl. No.	Games/Sports	Men/Women
1	Athletics(including Track & Field events)	Both
2	Basketball	Men
3	Cricket	Men
4	Football	Men
5	Kabaddi	Men
6	Volleyball	Men

06. HOW TO APPLY:

Applications must be submitted in the format given in Annexure-II and addressed to the Additional Commissioner of Income-tax, Hqrs.(Personnel), Kolkata; 1st Floor, Room No. 14, Aayakar Bhawan, P-7, Chowringhee Square, Kolkata – 700069 by post / by hand so as to reach the office of the undersigned on or before **31.07.2013** (upto 6 p.m.). The envelope containing the application shall also be superscripted as follows:

“APPLICATION FOR THE POST(S) OF..... UNDER
MERITORIOUS SPORTS PERSONS’ QUOTA”

07. The candidate on appointment will be liable for posting at any place in West Bengal Region and they are required to submit an undertaking to that effect before joining.

08. Selected candidates will be required to give an undertaking to the effect that they shall not apply for inter-charge transfer before rendering regular service for a minimum period of 10 years under this charge.

09. Attested copies of all documents in support of claim regarding the date of birth, educational qualifications, sports eligibility certificates, caste certificate, etc. should invariably accompany the application. Further, latest passport size colour photograph, duly attested by a Gazette Officer, shall also be pasted on the application form in the space provided for the purpose.

10. Application duly signed and completed in all respects shall reach the office of the undersigned on or before **31.07.2013** (upto 6 p.m.).

11. Applications received after the due date will not be entertained under any circumstances. Incomplete, unsigned applications or applications without the required annexures will be rejected summarily and no correspondence in the matter will be made with the applicant. The date and venue for interview and tests will be intimated to the candidates concerned in due course.

12. Sports achievements certified by the recognized authorities (**Annexure-III**) will only be considered. In this connection, the list of recognized National Sports Federations for the sports/games mentioned in para-5 is given in **Annexure-IV**.

13. The candidate must be in possession of the requisite educational qualification for the concerned post as on **31.07.2013**. Attested copies of final marks sheet and degree / certificate should be attached with the application.

14. In case, a candidate applies for more than one post then he / she will be considered for appointment in the following order subject to his / her eligibility for appointment to such posts:

(i) Inspector (ii) Tax Assistant (iii) Notice Server (iv) Multi Tasking Staff.

Muzaffar Hussain
12/6/12

(MUZAFFAR HUSSAIN)

Additional Commissioner of Income Tax
Headquarters (Personnel), Kolkata.

APPLICATION FOR THE POST OF
INSPECTOR/ TAX ASSISTANT / NOTICE SERVER/MULTI TASKING STAFF

Post applied for

Inspector	
Tax Assistant	
Notice Server	
Multi Tasking Staff	

Latest pass-port size
colour photograph of the
candidate duly attested by
a Gazetted Officer

Please tick (✓) in the above relevant box(es).

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

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

Signature of the candidate

(Please fill the form in 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 31.07.2013)			
H) Whether General / OBC/SC/ST			
I) Educational Qualification			
J) Sports event/game (Give detailed information alongwith certified 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 latest performance in sports (Proof to be enclosed)			
M) Documents to be submitted:			
a) Educational Certificate / Mark Sheet Marks List and Certificate of the University (as applicable)			
b) Age proof (as per matriculation certificate)			
c) Sports Certificates			
d) Caste Certificate (in case of OBC/SC/ST Candidates)			
N) Telephone No.			
O) E-Mail ID, if any			

DECLARATION

I hereby declare that all statements made in this 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 tests/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

List of Authorities

Sl. No.	Competition	Authority awarding Certificate
1	International Competition	Secretary of the National Federation of the game concerned
2	National Competition	Secretary of the National Federation or Secretary of the State Association of the game concerned
3	Inter-University Tournaments	Dean of Sports or other Officer in overall charge of sports of the University concerned
4	National / Sports /Games for Schools	Director or Additional / Joint or Deputy Director in overall charge of Sports / Games for Schools in the Directorate of Public Instructions / Education of the State
5	Physical Efficiency Drive	Secretary or other officer in overall charge of Physical Efficiency in the Ministry of Education & Social Welfare, Government of India.

**LIST OF RECOGNIZED NATIONAL SPORTS FEDERATIONS APPROVED BY
THE DEPARTMENT OF YOUTH AFFAIRS AND SPORTS**

1. Amateur Athletic Federation of India, Room No.1148-A, Gate No. 28, Jawaharlal Nehru Stadium, New Delhi.
2. Basketball Federation of India, A/66, Derawala Nagar, Delhi-110 031.
3. Board of Control for Cricket in India, Cricket Association of Bengal, Dr. B.C. Roy Club House, Eden Gardens, Calcutta-700 021.
4. All India Football Federation, "Green Lawns" Talap, Cannanore, Kerala-670 002.
5. Amateur Kabaddi Federation of India, 119/A, Harish Mukherjee Road, Calcutta-700 026.
6. Volleyball Federation of India, 6, Nehru Stadium, Madras-600 003.
7. Indian Olympic Association, Jawaharlal Nehru Stadium, New Delhi.
8. All India Sports Council of Deaf, 8, Northend Complex, Shri Ramakrishna Ashram Marg, New Delhi-110 001.