



**Office of the Pr. Chief Commissioner of Income Tax,  
Andhra Pradesh & Telangana, Hyderabad,  
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F. No. Pr.CCIT/Estt/Circulation/2023-24

Date:28.03.2023

**VACANCY CIRCULAR**

**Sub:** Filling up of vacancies at the level of DDIT/ADIT and Addl. DIT/JDIT in Directorate of Public Relations, Publications & Publicity (PR, P&P)- Reg.  
**Ref:** Letter received from ADG (PR, P&P), CBDT, dated: 13.03.2023.

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Please find enclosed herewith the above referred letter received from ADG (PR, P&P), CBDT regarding filling up the post of DDIT/ADIT and Addl. DIT/JDIT, in directorate of Public Relations, Publications & Publicity (PR, P&P).

In this connection, I am directed to request interested officers to send their application along with brief resume (as per attached format), directly to the email Id [delhi.dit.prppol@incometax.gov.in](mailto:delhi.dit.prppol@incometax.gov.in) by 31<sup>st</sup> March, 2023. This is for information and circulation.

Yours faithfully,

  
(Thamba Mahendra)

Dy. Commissioner of Income Tax  
(Hqrs)(Admn)  
O/o.Pr.CCIT, AP&TS, Hyd.

Encl: As above.

To

All the Heads of Offices, AP & Telangana Region.

To be uploaded on the website [www.incometaxhyderabad.gov.in](http://www.incometaxhyderabad.gov.in)



भारत सरकार / Government of India  
वित्त मंत्रालय / Ministry of Finance  
आयकर विभाग / Income Tax Department

15 MAR 2023

आयकर निदेशालय  
(जन सम्पर्क, प्रकाशन व प्रचार)  
छठी मंजिल, मयूर भवन, कनॉट सर्कस,  
नई दिल्ली - 110001  
फोन : 011-23411267

आयकर निदेशालय

(जन सम्पर्क, प्रकाशन व प्रचार)  
छठी मंजिल, मयूर भवन, कनॉट सर्कस,  
नई दिल्ली - 110001  
फोन : 011-23411267

नैना सोई कपिल, भा.रा.से.

अपर आयकर महानिदेशक (ज.सं., प्र. व प्र.), के. प्र. क. बो.

**NAINA SOIN KAPIL, IRS**  
Addl. Director General (PR, P&P), CBDT

**DIRECTORATE OF INCOME TAX**  
(Public Relations, Publications & Publicity)  
Room No. 607, 6th Floor, Mayur Bhawan  
Connaught Circus, New Delhi - 110001  
Ph : 011-23411267  
Date: 13.03.2023

F.No.Pub-1(92)/PR, P&P/2022-23/1636

To,  
The Principal Chief Commissioners of Income Tax  
All regions

Respected Madam/Sir,

**Sub: Filling up of vacancies at the level of DDIT/ ADIT and Addl. DIT/JDIT in Directorate of Public Relations, Publications & Publicity (PR,P&P)- reg.**

The Directorate of Public Relations, Publications & Publicity (PR,P&P) is involved in overall outreach and taxpayer awareness activities of the Income Tax Department through conventional and innovative approaches including social media, Board Games, Samvaad, Android games etc. As a part of Directorate of Administration and Tax Payer Services, this Directorate is engaged in implementing the Annual Action Plan of Publicity of CBDT on a yearly basis.

Vacancies at the level of DDIT/ADIT and Addl. DIT/JDIT have arisen/likely to arise in the Directorate of PR, P&P and the same are to be filled up by the IRS Cadre.

3. In view of the above, I am directed to request that application (along with brief resume as per attached format) for the post of DDIT/ADIT and Addl. DIT/JDIT from willing officers posted in your region may be forwarded by email to [delhi.dit.prppol@incometax.gov.in](mailto:delhi.dit.prppol@incometax.gov.in) by 31<sup>st</sup> March, 2023.

4. Applicant officers may send advance copy of their application along with brief resume through email to [delhi.dit.prppol@incometax.gov.in](mailto:delhi.dit.prppol@incometax.gov.in)

5. This issues with the approval of Member(TPS).

Yours faithfully,

*Naina Soin Kapil*  
13/03/20

(Naina Soin Kapil)  
ADG (PR, P&P), CBDT

*DCL/AMj*

Copy to: The Web Manager, [www.irsofficersonline.gov.in](http://www.irsofficersonline.gov.in) with the request to upload the letter on the website along with all its enclosures.

*Naina Soin Kapil*

(Naina Soin Kapil)  
ADG (PR, P&P), CBDT



*for circulation*

RESUME

S. No.	Particulars	Details
1.	Name	
2.	Civil List Code/Employee ID	
3.	Date of Birth	
4.	Contact Details (Mobile Number & email address)	
5.	Designation/Present Posting	
	Educational Qualifications	
6.	Posting Profile(Period of each posting and designation)	
7.	Brief description of Work experience	