

# कार्यालय प्रधान मुख्य आयकर आयुक्त,

## आन्ध्र प्रदेश व तेलंगाना, हैदराबाद

Office of the Pr. Chief Commissioner of Income Tax, Andhra Pradesh & Telangana, Hyderabad,

दसवीं तल, आयकर शिखर / 10<sup>TH</sup> Floor, Income Tax Towers,

ए.सी .गार्ड्स, हैदराबाद / AC Guards, Hyderabad – 500 004.

टेलि.नं/.Tel. No. 040 – 23425474, फैक्स /Fax 040-23241427

F. No. Pr.CCIT/AP & TS/Estt/Circulation/2023-24

Date:28.06.2023

#### VACANCY CIRCULAR

विषय/Sub:

Filling up of the post of Senior Field Officer (GD) in Cabinet Secretariat on deputation

basis-Reg.

संदर्भ/Ref:

HRD Letter in F.No.154/002/2022-CMD-III(2)/2198, dated:21.06.2023.

Please refer to the above.

Please find enclosed herewith the letter in F.No. 154/002/2022-CMD-III(2)/2198, dated: 21.06.2023, received from ADG-3, HRD, New Delhi regarding, filling up of the post of Senior Field Officer (GD) in Cabinet Secretariat on deputation basis for circulation.

In this connection, I am directed to request interested officers to send their application along with brief resume (as per attached proforma), through their Supervisory Officer directly to the borrowing authority under intimation to this office.

भवदीय/Yours faithfully.

(थंबा महेंद्र/THAMBA MAHE

आयकर उपाय्क्त (म्ख्या.)(प्रशा.) Dy. Commissioner of Income Tax (Hqrs)(Admn.),

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संलग्न/Encl: उपरोक्त/As above.

To

All the Heads of Offices, AP & Telangana Region. To be uploaded on the website www.incometaxhy.derabad.gov.in

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भारत सरकार/GOVERNMENT OF INDIA वित्त अंत्रालय/MINISTRY OF FINANCE आयंकर विभाग/Income Tax Department 52236 0/0. Fr. Chief Commissioner of Income To Andhra Fredeen & Tolangans. 10in Flost, C. Block, Income Tax Towers A.C. Guards, Hyderabad 500 004 of Income Tax

सं आ अस Government of India/Ministry of Finance Department of Revenue/Central Board of Direct Taxes O/c. the JOIT (Directorate General of Income-tax (HRD)

2<sup>nd</sup> Floor, Jawaharlal Nehru Stadium, Gate No. 1, New Delhi – 110003

F.No.154/002/2022-CMD-III(2)/2 198

Dated: 21.06.2023

All Pr. Chief Commissioners of Income Tax, (CCA)/ Pr. Director Generals of Income Tax/ Director Generals of Income Tax (attached Directorates)

Madam/Sir,

Subject: Filling up of the post of Senior Field Officer (GD) in Cabinet Secretariat on deputation basis - reg.

Kindly refer to the above.

- In this regard, the undersigned is directed to enclose vacancy circular issued vide F.No. 96/01/2022-Pers.1B dated 18.05.2023 by Joint Secretary, Cabinet Secretariat, CGO Complex, Lodhi Road, New Delhi-110003 regarding filling up the post of Senior Field Officer (GD) in Cabinet Secretariat on deputation. As per the above vacancy circular, officers with five years regular service in Pay Level 8 of Pay Matrix are eligible to apply.
- The undersigned is further directed to inform that nominations may be called for from eligible Group B officers and forwarded directly to Joint Secretary, Cabinet Secretariat, Room no,1001, B1 Wing, Pr. Deen Dayal Antyodaya Bhawan, CGO Complex, Lodhi Road, New Delhi-110003 at the earliest, under intimation to this office, as the Cadre Control Authority in respect of Group "B" & "C" officers/officials is the respective Pr.CCsIT(CCA), Yours faithfully,

Encl: As above

(K. R. Philips) Income Tax Officer(Hq), O/o ADG-3, HRD, New Delhi.

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05/06/23 अ भए भि-न अ गात नि-2 31 MET 19-3 (महास्त एव रा आ) विस्ता हेर्डस महर िली सामाना

No. 96/01/2023-Pers.1B 6206 FTS-3201057 Government of India, Cabinet Secretariat,

Room No. 1001, B1 Wing, Pt. Deen Dayal Antyodaya Bhavan, CGO Complex, Lodhi Road, New Delhi-110003, the

To

The Chairman. Central Board of Direct Taxes, MoF, North Block, New Delhi-110011

681061 HO (CMD)-III (1)

Deputation to the post of Senior Field Officer (GD) in Cabinet Secretariat on deputation basis

It is proposed to induct appropriately qualified and experienced officials It is proposed to induct appropriately qualified and experienced officials from various organizations to fill few vacancies in the rank of Senior Field Officers (GD) (Group A gazetted) in Cabinet Secretariat on deputation basis to meet our operational/functional requirements.

The eligibility criteria for the post as mentioned in the Recruitment Rules of this organization are given below:-

a) Educational qualification:- Bachelors degree from a recognized Dr. Du (HRD) University.

b) Pay Details:- The above post carries pay in Level-10 of Pay Matrix.

c) Eligibility criteria:- Officers of the Central Government/State Government or Defence organization holding analogous post on regular basis or with five years regular service in Pay level 8 of Pay Matrix,

d) Age limit:- shall not exceed 56 years as on closing date.

e) Terms and condition of deputation:-

i) The selected candidates will be governed by normal deputation terms as admissible under the Central Government Rules in terms of DoP&T O.M. No.6/8/2009-Estt.(Pay II) dated 17.06.2010.

ii) The selected candidates will be on deputation initially for a period of 04 years which is further extendable in accordance with Recruitment Rules of this Organisation. While on deputation, they will also be eligible for payment of special allowance @20% of Basic Pay. However, no deputation allowance is payable along with Special Allowance.

iii) The selected candidates will have all India transfer liability. अपर आयकर महानिदेशक (गा. रा. वि)- ३

दिनांक : 05/06/2023 अपर आयकर निदेशक (सी. एम. डी)-3 अपर आयकर निदेशक (टी.सी.बी.) आयकर अधिकारी (मृ.) निजी सहायक क्षा प्रकार स्टीव्य (द व वि-

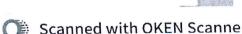
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- 3. The duly completed applications in the enclosed format (Annexure-I) from eligible officers may be forwarded to the undersigned at the earliest along with the following:-
  - (a) Complete and up-to-date APARs of the officers for the last 5 years or photocopies thereof duly attested by an officer not below the rank of Under Secretary, or equivalent on each page. Photocopies of APARs not attested by an officer of the rank of Under Secretary or equivalent shall not be accepted.
  - (b) Certificate by the Administrative Authority as per format given at Annexure-II.
- 4. While forwarding the application, it may be ensured that the particulars furnished by the officer are correct. It may also be certified that there is no doubt about the integrity of the officer and that no disciplinary case is either pending or being contemplated against the officer.
- 5. It is requested that nomination from suitable/eligible officers fulfilling the aforesaid eligibility criteria and have keen interest in security issues and international affairs especially in the field of gathering intelligence and security management may be forwarded to the undersigned.

Encls:- As above

Yours faithfully,

(B.P.Singh)
Joint Secretary



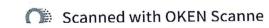
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5.	Whether educational and other qualifications required for the post are satisfied. (If any, as equivalent to the one prescribed in the Rules, state the authority for the same)											
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	light of entries made by you above,											
	you meet the requisite Essential Qualifications and work experience of the post.											
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\* Important: Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade pay/ pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay band and Grade pay where such benefits have been drawn by the Candidate, may be indicated as below:

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Office/ institution		Pay, Pay Band and C Pay drawn under AC MACP Scheme			le	From		То
8. Nature of present employment i.e. : Ad-hoc or Temporary or Quasi- Permanent or Permanent								
9.	In case the presen	nt emp	loyment is held	on c	deput	ation/ contrac	ct basis ple	ease state;
a) The date of initial appointment b) Period of appoint on deputation/ contra				nt	c) Name parent organization the applican	office/ to which	d) Name of the post and Pay of the post held in substantive capacity in the parent organisation	
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12.	f) Others  Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.			:				
13.	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.							
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17.	Please state whether you are applying for deputation (ISTC)/ Absorption/ Re-employment Basis. # (Officers under Central/ State Governments are only eligible for "Absorption". Candidates of non-Government Organisations are eligible only for Short Term			:		

	# (The option 'STC'/ 'Absorption'/ 'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").		
18.	Whether belongs to SC/ST	:	

I have carefully gone through the vacancy circular/ advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

	(Signature of the candidate)
	Address
Date	

## Annexure-II

# Certificate by the Administrative Authority

- Certified that the particulars furnished by the officer have been checked from available records and found correct.
- 2. Certified that the applicant is eligible for the post applied as per terms and conditions mentioned in the advertisement.
- 3. Certified that no vigilance/ disciplinary case is either pending or contemplated against the applicant.
- 4. Integrity of the applicant is certified as 'Beyond Doubt'.
- 5. It is certified that no penalty has been imposed on the applicant during the last 10 years (Alternatively, penalty statement during the last 10 years may be enclosed).
- Up-to-date CR dossier of the applicant/ photocopies of ACRs for the last 5
  years duly attested by an officer of the rank of Under Secretary/ equivalent or
  above are enclosed.
- 7. In case of selection of the officer, he will be relieved of duties from this office.

Signature:

Name:

Designation: (Not below the rank of Under Secretary)

Tele No.

(Office Stamp)

Date:

Place: