



**Office of the
Principal Chief Commissioner of
Income Tax, Delhi**

Central Revenues Building, I.P. Estate, New Delhi-110002

Subject: Recruitment of Meritorious Sportspersons to the posts of Income Tax Inspectors, Tax Assistant, Stenographer Grade II and Multi Tasking Staff.

Applications are invited from the meritorious sportspersons fulfilling the eligibility criteria as per particulars mentioned in **Annexure I** for appointment to the posts of **Income Tax Inspector, Tax Assistant, Stenographer Grade II and Multi Tasking Staff.**

The willing and eligible candidates can send their application form as per **Annexure-II** on or before **30.06.2017** to the Assistant Commissioner of Income Tax (Hqrs.-Personnel), **Illrd Floor, Room No. 378, Central Revenues Building, I.P. Estate, New Delhi - 110002 (14.07.2017** for candidates domiciled in North Eastern States, Andaman Nicobar Islands, Lakshadweep, Jammu & Kashmir).

**(PUGALIA CHANDAN RAJENDRA)
ASST. COMMISSIONER OF INCOME TAX (HQ -PERS.) (NG)
NEW DELHI
ANNEXURE-I**

RECRUITMENT OF MERITORIOUS SPORTS PERSONS IN THE OFFICE OF THE PRINCIPAL CHIEF COMMISSIONER OF INCOME-TAX, DELHI REGION

The Principal Chief Commissioner of Income Tax, Delhi, invites applications for the Recruitment of meritorious Sportspersons in different games/sports as listed below for the following posts:-

S. No.	Post	Pay Band	Grade Pay	Remarks
1.	Income Tax Inspector	9,300 - 34,800	4,600/-	Pre-revised
2.	Tax Assistant	5,200-20,200	2,400/-	Pre-revised
3.	Stenographer Grade II	5,200-20,200	2,400/-	Pre-revised
4.	Multi Tasking Staff (MTS)	5,200-20,200	1,800/-	Pre-revised

The posts are temporary but likely to be permanent. The probation period is of 2 years.

ELIGIBILITY CONDITIONS

01. AGE LIMIT

Minimum 18 years and maximum 30 years as on 10.06.2017. Accordingly, the applicants must have been born not earlier than 10.06.1999 and not later than 10.06.1987.

Relaxation :

5 years for General/OBC candidates.
10 years in case of SC/ST candidates.
(As per Govt. of India instructions for meritorious Sportspersons).

02. ESSENTIAL EDUCATIONAL QUALIFICATION

- For Income Tax Inspectors:-**
Degree of a recognized University or equivalent.
- For Tax Assistants :-**
(i) Degree of a recognized University or equivalent.
(ii) Having data entry speed of 8,000 Key depressions per hour.
- For Stenographer Grade II :-**
(i) 12th class pass or equivalent from a recognized board or University.
(ii) **Dictation:** 10 minutes @ 80 words per minute.
(iii) **Transcription :** 50 words per minute (English) or 65 words per minute (Hindi) (Only on Computer)
- For Multi Tasking Staff:-**
12th class pass or equivalent from a recognized board or University.

03. NUMBER OF VACANCIES :

Posts	No. of Vacancies
(i) Income Tax Inspectors	09
(ii) Tax Assistants	19
(iii) Stenographer Grade II	01
(iv) Multi Tasking Staff	29
Total	58

04. SPORTS ELIGIBILITY :

Appointment can be made of a sportsperson considered meritorious with reference to the following criteria:-

- The proficiency of the sports persons will be evaluated on the basis of their participation in recognized tournaments/events for which details should be furnished as **Annexure-II**. The tournaments/events will be evaluated in the following descending order of importance :-
- International Tournaments/Events like Olympics & World Championships.
 - International Tournaments/Events of regional importance like Asian Games/Commonwealth Games/Afro Asian Games etc.
 - Other International Tournaments/Events like SAF Games etc.
 - Domestic Tournaments/Events of national seniors level like, National Games, National Federation Games etc.

Note: The best of three performances in the calendar year (in the descending order) 2017, 2016, 2015, 2014 and after 1.4.2013 shall be considered for evaluation.

05. EVIDENCE IN SUPPORT OF MERIT IN SPORTS EVENTS/GAMES

Only certificates awarded by the authorities mentioned here under will be taken into account as evidence in support of having participated in competitions in any of the above Sports Events/Games while considering eligibility of the applicant. A candidate who cannot produce self attested copies of atleast one certificate issued by one of the authorities mentioned here under alongwith application need not apply.

S. No.	Competition	Authority awarding certificate
1.	International	Secretary of the National Federation of the game/sports concerned.
2	National	Secretary of the National Federation or the Secretary of the State Association of the game/sports concerned.

06. SELECTION OF THE CANDIDATES:

Subject to the fulfilling of the qualification against Sl. No. 02 above, the applications shall be scrutinized and suitable candidates will be shortlisted for further selection procedure. For selection, the shortlisted candidates will be required to appear for interview and if further required, the players may be required to undergo ground/proficiency test also.

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

07. LIST OF PREFERRED GAMES/SPORTS :-

S. No.	Game/Sports
01.	Athletics
02.	Kabaddi
03.	Football
04.	Badminton
05.	Table Tennis
06.	Volley Ball
07.	Basket ball
08.	Lawn Tennis
09.	Cricket
10.	Chess
11.	Swimming
12.	Body Building
13.	Hockey

Note: In case suitable candidates are not available in any of the above Games/Sports, the Department will reserve its right not to consider such games/sports and to allot the vacancies reserved for such games/sports to any of the remaining games/sports in the above list or games notified by DoPT as per Annexure 'A' of O.M. No. 14015/1/76-Estt. (D) dated 4th August, 1980, Para 1 of O.M. No. 14034/4/85-Estt. (D) dated 18th September, 1985, Appendix to O.M. No. 14034/1/91-Estt. (D) dated 21st March, 1991 & Para 3 of O.M. No. 14034/1/2009-Estt. (D) dated 24th November, 2009).

08. HOW TO APPLY: Applications must be submitted in specified format as per Annexure-II, addressed to **The Asstt. Commissioner of Income-tax (Hqrs.-Personnel) (Non Gazetted), Room No. 378, C.R. Building, I.P. Estate, New Delhi-110002 by post/by hand on or before 30.06.2017.**

Also clearly write on the envelope;

"APPLICATION FOR THE POST OF INSPECTOR/TAX ASSISTANT/STENOGRAPHER GRADE II/ MULTI TASKING STAFF UNDER SPORTS QUOTA. NAME OF THE SPORT _____"

09. The candidate on appointment will be liable for posting at any place in Delhi Region.

10. The applicant shall enclose attested copies of the following certificates :

- Matriculation/SSC or equivalent certificate for proof of age.
- Educational qualifications.
- Sports/games certificates as mentioned at S. No. 05 above.
- SC/ST/OBC caste certificate.

The candidate must be in possession of the requisite qualification for the concerned post as on 10-06-2017. Further, latest colored photograph duly attested by a Gazetted Officer should also be pasted on the application form.

11. Sports persons who are already employed in Central Government or State Government or PSU should submit an NOC from the present employer which should be enclosed with the application.

12. The selected candidates will be on probation for 2 years or such period as per the extant instructions of the Government of India. His/her participation in the tournament/meets on behalf of the Department will also be a deciding factor in the declaration of his/her probation. The selected candidate will be required to represent the Income Tax Department, Delhi Region in the tournaments/ meets as decided at least for 05 years. The selected candidates will be required to give an undertaking not to apply for inter charge transfer for a minimum period of 05 years.

13. The declaration to this effect to work at any place under Pr. CCIT (CCA), Delhi Region, should be submitted alongwith the application.

14. Application duly signed and completed in all respects should reach the Office of the undersigned by **30-06-2017** by post/by hand (**14.07.2017** for candidates domiciled in North Eastern States, Andaman Nicobar Islands, Lakshadweep, Jammu & Kashmir).

15. Applications received after the due date will not be entertained under any circumstances. Incomplete, unsigned and application without annexures will be rejected and no correspondence in the matter will be made with the applicant. Eligible candidates will be called for interview. The date and venue for tests and interview will be intimated to the eligible candidates in due course by the authorized Officer.

16. Any form of canvassing by any candidate will render his/her candidature liable to be rejected summarily at any stage of the recruitment process.

17. The Pr. Chief Commissioner of Income Tax, Delhi has got the right to cancel the recruitment process at any stage without assigning any reason.

18. In the event of any tie the decision of the Appointing Authority i.e. Pr. Chief Commissioner of Income Tax, Delhi shall be final.

**Assistant Commissioner of Income-tax
(Hqrs.-Pers.) (NG), New Delhi
ANNEXURE-II**

**APPLICATION FOR THE POST OF INSPECTOR/
TAX ASSISTANT/STENOGRAPHER GRADE-II/MULTI TASKING STAFF**

Post applied for	Income Tax Inspector	Latest passport size coloured photograph of the candidate
	Tax Assistant	
	Stenographer Grade II	
	Multi Tasking Staff	
		Signature

(Please tick (✓) in above, tick the relevant

Column(s), mark

(x) in the column which is not applicable.

The blank column shall be considered as (x). In case a candidate ticks (✓) all columns his/her preference shall be taken in the above mentioned order.

(Please fill the form in black ink in Capital Letters)

A) Full Name	First Name	Middle Name	Last Name
B) Father's Name	First Name	Middle Name	Last Name

C) Gender (Male/Female)		
D) Permanent Residential Address		
E) Address for Communication		
F) Date of Birth (DD/MM/YYYY) (Please enclose proof)		
G) Age (as on 10-06-2017) (Please enclose proof)		
H) Whether General/OBC/SC/ST (Please enclose proof)		
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)	Year (in descending Order)	
	(i)	2017
	(ii)	2016
	(iii)	2015
	(iv)	2014
Achievements		
b) National (mention the name of event, year & month when event was held and position secured) (only after 1.4.2013)		
L) Details of latest performance (Proof to be enclosed)		
M) Documents to be submitted :		
a) Graduate/Post Graduate Marks List and Certificate of the University (as applicable)		
b) Age proof (as per matric Certificate)		
c) Sports Certificates		
d) Caste Certificate (in case of OBC/SC/ST candidates)		
N) Telephone No.		
O) Mobile No.		
P) E-mail ID.		

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, and no further communication shall be entertained by the Department in this regard.

I further declare that I fulfill all the conditions of eligibility regarding age limit, educational qualification & sports eligibility, etc., prescribed for the post.

Place :

Date :

Signature of the candidate
FULL NAME