



भारत सरकार
GOVERNMENT OF INDIA

वित्तमंत्रालय: राजस्वविभाग

MINISTRY OF FINANCE: DEPARTMENT OF REVENUE

राष्ट्रीय सीमाशुल्क, उत्पाद शुल्क एवं नारकोटिक्स अकादमी

NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAX & NARCOTICS

Meghalaya State Housing Financing Cooperative Society Ltd , Nongrim Hills, Shillong -

793003, Meghalaya PHONE: (0364) 2522218(ADG) , 2522213. Fax : (0364) 2522213



File No. NACIN/II/13/5/2022-ADM-O/o ADG-NACIN-ZC-SHILLONG-PART(3)

Date 2.8.22

620-22(B)

VACANCY CIRCULAR

To
All Zones of CGST / Customs / Directorates under CBIC

Madam / Sir,

Subject:- Vacancy Circular – Calling for willingness for the post of **Personal Assistant (PA) on deputation basis** in the Zonal Campus of National Academy of Customs, Indirect Taxes & Narcotics (NACIN), Shillong -reg.

Application of willing officers are invited to fill up **one (01) post of Personal Assistant (PA)** on deputation basis in NACIN, ZTI, Shillong from amongst the Officers holding analogous posts in the formations of CGST/Customs/Directorates under CBIC.

2. The period of deputation is initially for a period of three years and can be further extendable by two years (one year at a time) at the discretion of the competent authority in concurrence with the cadre controlling authority concerned. Only officers with minimum service tenure of three years are eligible to apply. It may be noted that the final selection /appointment is subject to clearance from the prospective candidate's Cadre Controlling Authority (CCA).

3. The candidate so selected for deputation against the above post will be eligible for Deputation Allowance as per extant instructions. Officers getting deputation allowance shall not be eligible for honorarium at NACIN. The selected candidate will have to make his/her own arrangement for residential accommodation.

4. It is to mention that once a candidate is selected based on their willingness, he/she will not be allowed to withdraw their candidature and are expected to serve at NACIN, ZTI, Shillong till the expiry of the deputation period.

5. In case while working in NACIN, ZTI, Shillong, if the conduct and/or work of the officer is found to be not satisfactory, the officer will be liable to be reverted back/repatriated to the parent CCA before completion of loan period without assigning any reasons thereof.

6. Applications of interested and eligible officers may kindly be forwarded to NACIN, ZTI, Shillong by **31.08.2022** in the proforma mentioned in the Annexure-1 along with Vigilance Clearance Certificate, No Objection Certificate from the CCA and APAR grading for the last five years.

7. It is requested to widely circulate this vacancy circular amongst the officers under your charge.

Yours faithfully,

Encl.: Annexure -1


(Abhilasha Mahapatra Basarawmoit)
Additional Director General

File No. NACIN/II/13/5/2022-ADM-O/o ADG-NACIN-ZC-SHILLONG-PART(2) | Date 2.8.22
620-22(B)

Copy to:

1. Pr. Director General, NACIN, Faridabad for kind information
2. The Web Master, CBIC Website/NACIN website with a request to upload it on respective websites at the earliest.


(Abhilasha Mahapatra Basarawmoit)
Additional Director General

Annexure- 1
(Format of the Application for PA)

1.	Name		
2.	Designation		
3.	Date of birth		
4.	Date of joining the department		
5.	Date of Superannuation		
6.	Date of joining in the present post		
7.	Present place of posting		
8.	Category: Gen/ SC/ST/OBC		
9.	Educational Qualification		
10.	Whether conversant in using Computer for office work.		
11.	Awards / Distinctions		
12.	Name, designation and contact details of present controlling officer		
13.	History of posting	Period	
	Place	From	To

Signature of the officer

Certified that the particulars furnished above have been verified with Service Book of the Officer.

Signature and Designation of the verifying office