

F. No. CBIC-190340/3/2022-TRU
Government of India
Ministry of Finance
Department of Revenue
Tax Research Unit

Room No.156, North Block.
New Delhi, dated the 8th July, 2022

To,
All Principal Chief Commissioners/Chief Commissioners
Customs/Customs (Preventive)/GST
All Principal Director Generals/Director Generals

Madam/Sir,

Subject: Notice calling for the willingness of officers at the level of Inspectors/Preventive Officers/ Examiners to work in the Tax Research Unit (TRU) on loan basis -reg.

Applications are invited to fill up the following posts on loan basis in Tax Research Unit, Board office, North Block, New Delhi:

Posts	Number of vacancies
Inspectors/Preventive Officers/ Examiners	3

2. These posts will be filled up on loan basis from amongst the officers of similar rank working under GST & Central Excise/Customs formations and officers holding analogous posts in the Directorates under CBIC in the same pay scale.

3. TRU section deals with various works relating to Annual Budget exercise, GST Council meetings/ Fitment meetings, VIP references, General representations from Trade bodies etc. Accordingly, applicants are required, amongst other work, to create broadsheets, handle periodic reports and data received from different sources. Accordingly, the applicants should have proficiency in MS Word, MS Excel, and MS PowerPoint.

4. It is also desirable that the applicant has an experience in handling data.

5. It is requested that the application of interested and eligible officers may be forwarded to this office (addressed to Under Secretary (TRU-I) at budget-cbec@nic.in, with their names and details as per annexure A and also 'No Objection Certificate' from the concerned Commissionerate/Director General/Directorate along

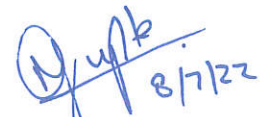
with the synopsis of their APAR grading for the last 3 years by 31st August, 2022. It may also be certified that no vigilance case is pending or is being contemplated against the officer.

6. The selected officers will have to make their own arrangements for residential accommodation.

7. The officers selected on loan basis will continue to draw their salary and other allowances from their parent Commissionerate/Directorates as per rule.

8. It is requested that this notice may be widely circulated amongst officers under your jurisdictions.

Yours faithfully,



(Nitin Gupta)
Technical Officer (TRU-I)

Copy to:

Webmaster, CBIC with the request to upload this notice on the CBIC website under Departmental Officers-Vacancy Circulars.

BIO-DATA PROFORMA

1. Name and designation (IN BLOCK LETTERS) :

Affix Self Attested passport size photograph

2. Father`s name :

3. Gender :

4. Home State :

5. Date of Birth :

6. Date of joining in Govt. Service and name of parent
Commissionerate/Directorate :

7. Educational qualifications including any professional certifications:

8. Details of employment, in chronological order (enclose a separate sheet duly
authenticated by your signature, if the space below is insufficient

Commissionerate/ Directorate	Post held	From	To	Nature of Duties

9. Whether proficient in MS Office (especially MS Excel)

10. Whether knowing any computer programming language. If yes, please
mention it.

11. Nature of present employment i.e, ad-hoc or temporary or quasi-permanent
of permanent/contract.

12. Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.

13. Please intimate if the officer is likely to be promoted in the near future.

12. Remarks: -

Dated:

Signature of the candidate

Address_____

Mobile/Phone number:

Email address: