



DIRECTORATE OF REVENUE INTELLIGENCE

DRUM SHAPE BUILDING: I.P. BHAVAN: I.P. ESTATE, NEW DELHI

FAX NO. 23370954, TEL: 23378629, 23379871; E-MAIL: drihqrsadm-n-cbec@nic.in

DRI F. No. A-44014/01/2018-Estt./722

Dated: 24.03.2022

To,

All Members (CBIC)
All Pr. Chief Commissioners/Chief Commissioners of Customs,
All Pr. Chief Commissioners/Chief Commissioners of GST,
All Pr. Director General/Directors General,
Narcotics Commissioner, CBN, Gwalior.

Madam/Sir,

Sub: Filling up of the post of PA-cum-CA at the COIN Units at London and Brussels – reg.

One post each of PA-cum-Confidential Assistant for COIN Units at London and Brussels is to be filled up.


2. The said post is to be filled up on Deputation basis for a period of three years. For the said post, officers of the rank of **Inspector/Preventive Officer/ Intelligence Officer** of Central Board of Indirect Taxes and Customs (CBIC) are eligible. Accordingly, it is requested to forward applications of **eligible and suitable officers** working under your jurisdiction along with their complete History of Postings, a written Statement of Purpose (SOP) detailing the vision and suitability of the candidate (of not more than 500 words) **alongwith duly certified copies of ACRs/ APARs of last 10 years**, copies of documents in support of claims, if any, made in the application, **latest by 15.04.2022 by speed post as well as via e-mail on drihqrsadm-n-cbec@nic.in**. A certificate that No Vigilance/ disciplinary case is either pending or contemplated against the officer and details of penalty imposed (if any) during the last 10yrs may also be forwarded.

3. Certified information regarding the applicant may please be furnished in the format given in the enclosed **Annexure-1** (duly verified).

4. The candidate should mention his Name, Designation & Date below the application.

Encl – As above

Yours faithfully


24/3/22

(Bharti Sharma)

Joint Director (Admn.)

Copy to – The Under Secretary, Ad. II, CBIC, New Delhi for kind information.

Annexure – 1

Format of the application for the post of PA-cum-CA in London and Brussels

1. Name of the officer, current Designation and Place of Posting (Commissionerate/ Directorate) :
2. Date of Birth :
3. Educational Qualification :
4. Date of joining in the department :
5. Date of joining as Inspector / Intelligence Officer / Preventive Officer :
6. Experience in Intelligence / Investigations related work as Inspector / Preventive Officer / Intelligence Officer in DRI / Customs formation (no. of years) (Details of DRI I/EA-1 filed by the officer may be mentioned which may be verified with resume APAR/ ACR of the officer) :
7. Details of exceptional work/ cases done (Details may be submitted in separate sheet) :
8. Proficiency in Foreign Language, other than English, if any, Read/ Write/ Speak (Certification, if any, to be attached separately) :
9. Qualification and experience in computer related work including Risk Management and Data analysis/ works :
10. Driving experience of four wheelers, if any (Copy of Driving Licence to be enclosed) :
11. Health issues, if any :
12. Details of Training undertaken (Separate sheet to be attached) :
13. Details of foreign visits (Separate sheet to be attached) :
14. History of Postings (HOP)* :
15. Written Statement of Purpose (SOP) (not more than 500 words) detailing the vision and suitability of the candidate for the post (in a separate sheet) :
16. Whether promotion due within 3 years ** (Admn. Section of the officer to certify this) :
17. Mobile No. :
18. E-Mail ID :
19. Applying for: (PA-Cum-CA-London/Brussels/Both):
20. Remarks, if any:

*Please attach HOP duly certified by the competent authority of department

**Candidates applying for the post may please note that no promotional benefit (on the basis of the promotion of similarly placed offer in India) should be claimed during deputation.

PERSONAL PROFILE

1. Name of the child/ children, if any
2. Class in which presently studying

Note – Candidates applying for the post may please note that extension of tenure cannot be sought on the basis of child/children's study.

Signature of the applicant

(Name of the applicant)

Place:

Date: