



सत्यमेव जयते

भारत सरकार

GOVERNMENT OF INDIA

प्रधान मुख्य आयकर आयुक्त कार्यालय, पश्चिम बंगाल और सिक्किम  
O/o THE PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX, WEST BENGAL & SIKKIM  
AAYAKAR BHAWAN, P-7, CHOWRINGHEE SQUARE, KOLKATA - 700 069

F. No. PCCIT/WB&S/Pers./03(154)/Sports Rec./2018-19/4493 Dated: the 26<sup>th</sup> July, 2019

**Subject:** Recruitment of Meritorious Sportspersons to the posts of Tax Assistant & Multi Tasking Staff against the vacancies for the R.Ys. 2017-18 (01.04.2017 to 31.03.2018) and 2018 (01.04.2018 to 31.12.2018).

Applications are invited from meritorious sportspersons satisfying the requirements as mentioned in Annexure-I for appointment to the posts of **Tax Assistant** and **Multi Tasking Staff**.

The willing and eligible candidates can send their application in prescribed format given in Annexure-II, to the Additional Commissioner of Income Tax, Headquarters (Personnel & Establishment), 1<sup>st</sup> Floor, Room No. 14, Aayakar Bhawan, P-7, Chowringhee Square, Kolkata-700069 by post/hand so as to reach the office of the undersigned on or before **09.09.2019 (upto 6 p.m.)**.

  
(ARUN KANTI SINHA) 26.7.19

**Additional Commissioner of Income Tax, Hqrs. (Personnel & Establishment), Kolkata**  
**For the Principal Chief Commissioner of Income Tax, WB & Sikkim**

**RECRUITMENT OF MERITORIOUS SPORTSPERSONS IN THE OFFICE OF THE  
PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX,  
WEST BENGAL & SIKKIM**

The Principal Chief Commissioner of Income Tax, West Bengal & Sikkim invites applications for the Recruitment of Meritorious Sportspersons in different games/sports as listed below for the posts of Tax Assistant in Pay Level 4 of the pay matrix corresponding to pre-revised Grade Pay of Rs.2400/- in PB-1 of Rs.5200-20200/- and Multi-Tasking Staff in Pay Level 1 of the pay matrix corresponding to pre-revised Grade Pay of Rs.1800/- in PB-1 of Rs.5200-20200/-. The probation period is for 2 years.

**02. ELIGIBILITY CONDITIONS**

Sl. No.	Name of the Post	Age limit as on 09.09.2019	Educational Qualification	No. of vacancies
1.	Tax Assistant	18-27 years	(i) Degree of a recognized university or equivalent; and (ii) Having Data Entry Speed of 8000 key depressions per hour.	02
2.	Multi Tasking Staff	18-25 years	Matriculation or equivalent pass from a recognized Board/ Council	18

**Relaxation of age:**

As per Govt. of India instructions for meritorious sportspersons, relaxation of upper age-limit up to a maximum of 5 years (10 years in case of SC/ST candidates) may be allowed for the purpose of appointment in Group 'C' cadres with the approval of the Headquarters office.

In case of Departmental candidates relaxation of upper age-limit up to a maximum of 8 years (13 years for departmental candidates of SC/ST Category) may be allowed.

**03. SPORTS ELIGIBILITY:**

Appointments will be made of a sportsperson who has participated in any of the games/sports (as mentioned in para-05) and considered meritorious with reference to the following criteria:-

**Sports-persons having represented:**

- (i) The Country in an International Competition in any of the games/sports mentioned in the list at para-05 with the clearance of the Department of Youth Affairs and Sports; or
- (ii) A State/UT in the Senior or Junior Level National Championships organised by the National Sports Federations recognized by Department of Youth Affairs and Sports or National Games organized by Indian Olympics Association in any of the games/sports mentioned in para-05; or
- (iii) Their University in the Inter-University Tournaments conducted by Association of Indian Universities or the Inter-University Sports Board in any of the games/sports mentioned in para-05; or
- (iv) The State School Teams in the National Sports/ Games for schools conducted by the All India School Games Federation in any of the games/sports mentioned in para-05; or
- (v) Sportspersons who have been awarded National Awards in Physical Efficiency under the National Physical Efficiency Drive.



#### 04. SELECTION OF THE CANDIDATES:

The applications will be scrutinized and eligible candidates will be shortlisted on the basis of evaluation of their performances in last three years (i.e., 2016, 2017 and 2018), age and highest achievement in their career in respective sports events. For this purpose, all the eligible candidates will be called for appearance before the selection committee for verification of the relevant original documents submitted by them along with their applications. In this regard, only those documents whose copies are already submitted with the applications by the concerned applicant with proper attestation will be taken into consideration by the committee. Any other document submitted thereafter will not be taken into account.

The persons shortlisted as per the procedure elaborated above will be called for appearing in the Ground Proficiency Test to evaluate their proficiency in the respective sports events.

Final selection for appointment will be made strictly in order of merit which will be determined on the basis of the evaluation of the concerned candidates with reference to the performances in last three years, highest achievement in their career, age and performance in Ground Proficiency Test.

In respect of appointment to the post of Tax Assistant, the candidates will also be required to qualify the Data Entry Skill Test, in consonance with the provision of relevant recruitment rules.

Success in the Ground Proficiency Test confers no right to appointment unless the Department is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the post.

**Note:** In case suitable candidates are not available in any of the Games / Sports as mentioned in para-05, the Department will reserve its right not to consider such games / sports for making appointment.

#### 05. LIST OF GAMES / SPORTS:

Applications from meritorious sports persons in respect of the following games / sports and position/events (wherever applicable) will only be accepted.

Sl. No.	Games / Sports	Position/Events	Men/Women
1	Football	Striker/ Midfielder/ Defender	Men
2	Cricket	Fast bowler/ Spinner cum batsman/ Batsman	Men
3	Basketball	----	Men
4	Athletics	100 mts./ 200 mts./ 400 mts./ 800 mts./ 1500 mts.	Men/Women
5	Bridge	----	Men
6	Kabaddi	----	Men
7	Volleyball	Counter smasher/ Central blocker	Men
8	Swimming	50 mts./ 100 mts./ 200 mts./ 400 mts.	Women
9	Golf	----	Men
10	Boxing	----	Women
11	Weightlifting	----	Women
12	Carrom	----	Men

#### 06. HOW TO APPLY:

Applications must be submitted in the format given in Annexure-II and addressed to the Additional Commissioner of Income Tax, Headquarters (Personnel & Establishment), 1<sup>st</sup> Floor, Room No. 14, Aayakar Bhawan, P-7, Chowringhee Square, Kolkata-700069 by post /




by hand so as to reach the office of the undersigned on or before **09.09.2019** (upto 6 p.m.). The envelope containing the application should also be superscripted as follows:

“APPLICATION FOR THE POST(S) OF .....  
UNDER MERITORIOUS SPORTS PERSONS' QUOTA”

07. The selected candidates on appointment will be liable for posting at any place in West Bengal & Sikkim Region.
08. Selected candidates will be required to give an undertaking to the effect that **they shall not apply for inter-charge transfer before rendering regular service for a minimum period of 10 years under this charge.**
09. **Sports persons who are already employed in Central Government or State Government or PSU should attach a No Objection Certificate (NOC) from the present employer.**
10. **Attested (by a Gazetted officer) copies of all documents** in support of claim regarding the date of birth, educational qualifications, sports eligibility certificates, caste certificate, etc. should invariably accompany the application. Further, latest passport size colour photograph, **duly attested by a Gazetted Officer**, shall also be pasted on the application form in the space provided for the purpose.
11. Application duly signed and completed in all respects shall reach the office of the undersigned on or before **09.09.2019 (upto 6 p.m.)**.
12. Applications received after the due date will not be entertained under any circumstances. Incomplete, unsigned applications or applications without the required annexures will be rejected summarily and no correspondence in the matter will be made with the applicant. The date and venue for verification of original documents and Ground Proficiency Test will be intimated to the candidates concerned in due course.
13. Sports achievements certified by the recognized authorities (**Annexure-III**) in specified forms (**specimen forms given in Annexure-V**) will only be considered. In this connection, the list of recognized National Sports Federations for the sports/games mentioned in para-05 is given in **Annexure-IV**.
14. The candidate must be in possession of the requisite educational qualification for the concerned post as on **09.09.2019**. Attested copies of final marks sheet and degree / certificate should be attached with the application.
15. In case, a candidate applies for more than one post then he / she will be considered for appointment in the following order subject to his / her eligibility for appointment to such posts:

- (i) Tax Assistant      (ii) Multi-Tasking Staff

  
(ARUN KANTI SINHA)  
Additional Commissioner of Income Tax, Hqrs. (Personnel & Establishment), Kolkata  
For the Principal Chief Commissioner of Income Tax, WB & Sikkim



**APPLICATION FOR RECRUITMENT OF MERITORIOUS SPORTSPERSONS IN THE OFFICE OF  
THE PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX, WEST BENGAL & SIKKIM**

**RECRUITMENT YEARS: 2017-18 & 2018**

Post applied for

Tax Assistant	
Multi Tasking Staff	

Affix latest passport size colour photograph of the candidate duly attested by a Gazetted Officer

Signature of the candidate

Please tick(✓) in the above relevant box(es).  
Mark(✕) in the above box(es) which is not applicable.  
The blank box(es) will be considered as (✕)

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

A) Full Name	First	Middle	Last
B) Father's Name			
C) Gender (Male / Female)			
D) Permanent Residential Address			
E) Address for Communication			
F) Date of Birth (DD/MM/YYYY)			
G) Age (as on 09.09.2019)			
H) Whether General/ OBC/ SC/ ST/ Physically Handicapped			
I) Educational Qualification			
J) Sports event / game (Give detailed information including position/event in which playing, wherever applicable, along with certified copies)			
K) Details of best performance (Please tick) (Also enclose proof):	Details		
a) International (mention the name of event, year & month when event was held and position secured)			
b) National (mention the name of event, year & month when event was held and position secured)			
c) Inter-University (mention the name of event, year & month when event was held and position secured)			
d) Others (mention the name of event, year & month when event was held and position secured)			
L) Details of highest performance in sports in last three years (i.e., 2016, 2017 & 2018) (All certificates with timings / distance mentioned, wherever applicable, to be enclosed)	Year	Details	
	2018		
	2017		
	2016		
M) Details of current employment (if any)			
N) Documents to be submitted: a) Educational Certificate / Mark Sheet [Marks list and Certificate of the University (as applicable)] b) Age proof (as per matriculation certificate) c) Sports Certificates d) Caste Certificate (in case of OBC/SC/ST Candidates) e) NOC from current employer for those employed in Central Govt. or State Govt. or PSU			
O) Telephone No.			
P) E-mail ID, if any			

**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 verification of original documents or Ground Proficiency Test, 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.

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

Place:

Signature of the candidate

Date:

FULL NAME



**List of Authorities**

Sl No.	Competition	Authority awarding Certificate	Form in which certificate is to be awarded
1.	International Competition	Secretary of the National Federation of the game concerned	1
2.	National Competition	Secretary of the National Federation or Secretary of the State Association of the game concerned	2
3.	Inter-University Tournaments	Dean of Sports or other Officer in overall charge of sports of the University concerned	3
4.	National / Sports / Games for Schools	Director or Additional / Joint or Deputy Director in overall charge of Sports / Games for Schools in the Directorate of Public Instructions / Education of the State	4
5.	Physical Efficiency Drive	Secretary or other officer in overall charge of Physical Efficiency in the Ministry of Education & Social Welfare, Government of India.	5

Note- Specimens of the forms 1,2,3,4 and 5 referred to above are given in Annexure – V.

Annexure – IV

**LIST OF RECOGNIZED NATIONAL SPORTS FEDERATIONS APPROVED BY  
THE DEPARTMENT OF YOUTH AFFAIRS AND SPORTS**

1. All India Football Federation, “Green Lawns” Talap, Cannanore, Kerala – 670002.
2. Board of Control for Cricket in India, Cricket Association of Bengal, Dr. B.C. Roy Club House, Eden Gardens, Kolkata-700021.
3. Basketball Federation of India, A/66, Derawala Nagar, Delhi-110031.
4. Amateur Athletic Federation of India, Room No. 1148-A, Gate No. 28, Jawaharlal Nehru Stadium, New Delhi – 110003.
5. Bridge Federation of India, 125, 6<sup>th</sup> Main Road, Malleswaram, Bangalore – 560003.
6. Amateur Kabaddi Federation of India, 119/A, Harish Mukherjee Road, Kolkata – 700026.
7. Volleyball Federation of India, 6, Nehru Stadium, Chennai – 600003.
8. Swimming Federation of India, 27, Parashkunj Society-1, Satellite Road, Ahmedabad (Gujarat) – 380015.
9. All India Carrom Federation, 1997, Sona Bazar, Bhagirath Place, Chandni Chowk, Delhi-110006.
10. Indian Amateur Boxing Federation, 158-A, Gate No.28, Jawaharlal Nehru Stadium, New Delhi – 110003.
11. Indian Weightlifting Federation, 2/2, Bajeshibpur Road, 2<sup>nd</sup> Bye Lane, Howrah-711102.
12. Indian Golf Union, Tata Centre, 3<sup>rd</sup> Floor, 43, Chowringhee Road, Kolkata – 700071.
13. Indian Olympic Association, Jawaharlal Nehru Stadium, New Delhi – 110003.
14. All India Sports Council of Deaf, 8, Northend Complex, Shri Ramakrishna Ashram Marg, New Delhi – 110001.

Specimen forms referred to in Annexure – III above

**FORM 1**

*[For representing India in an International Competition  
in one of the recognized Games/Sports]*

NATIONAL FEDERATION / NATIONAL ASSOCIATION  
OF .....

**Certificate to meritorious sportsman for employment to  
Groups 'C' and 'D' Services under the Central Government**

Certified that Shri/Smt./Kumari ..... son/wife/daughter of Shri  
....., resident of ..... (*complete address*) represented  
the Country in the game/event of ..... in ..... competition/  
Tournament held at ..... From ..... To .....

The position obtained by the individual/team in the above-said Competition/  
Tournament was .....

The Certificate is being given on the basis of record available in the Office of the  
National Federation/ National Association of .....

Place .....

Signature .....

Date .....

Name .....

Designation .....

Name of the Federation/National

Association .....

Address .....

Seal .....

NOTE. – This Certificate will be valid only when signed personally by the Secretary,  
National Federation/ National Association.



Specimen forms referred to in Annexure – III above

**FORM 2**

*[For representing a State in India in a National Competition  
in one of the recognized Games/Sports]*

STATE ASSOCIATION OF ..... IN THE  
GAME OF .....

**Certificate to a meritorious sportsman for employment to  
Groups 'C' and 'D' Services under the Central Government**

Certified that Shri/Smt./Kumari ..... son/wife/daughter of Shri  
....., resident of ..... (*complete address*) represented  
the State of ..... In the game/event of ..... in the National  
Competition/ Tournament held at ..... From ..... To .....

The position obtained by the individual/team in the above-said Competition/  
Tournament was .....

The Certificate is being given on the basis of record available in the Office of the  
State Association of .....

Place .....

Signature .....

Date .....

Name .....

Designation .....

Name of the State Association

.....

Address .....

Seal .....

NOTE. – This Certificate will be valid only when signed personally by the Secretary of the  
State Association.



Specimen forms referred to in Annexure – III above

**FORM 3**

*[For representing a University in the Inter-University Competition  
in one of the recognized Games/Sports]*

UNIVERSITY OF .....

**Certificate to a meritorious sportsman for employment to  
Groups 'C' and 'D' Services under the Central Government**

Certified that Shri/Smt./Kumari ..... son/wife/daughter of Shri  
....., resident of ....., student of .....  
Represented the University of ..... In the game/event of ..... in  
Inter-University Competition/ Tournament held at ..... From ..... To  
.....

The position obtained by the individual/team in the above-said Competition/  
Tournament was .....

The Certificate is being given on the basis of records available in the office of the  
Dean of Sports or Officer in overall charge of sports in the University of  
.....

Place .....

Signature .....

Date .....

Name .....

Designation .....

Name of University .....

Address .....

Seal .....

NOTE. – This Certificate will be valid only when signed personally by the Dean/Director or  
other Officer in overall charge of sports in the University.

Specimen forms referred to in Annexure – III above

**FORM 4**

*[For representing a State School Team in the National Games  
For School in one of the recognized Games/Sports]*

DIRECTORATE OF PUBLIC INSTRUCTIONS/EDUCATION  
OF THE STATE OF .....

**Certificate to a meritorious sportsman for employment to  
Groups 'C' and 'D' Services under the Central Government**

Certified that Shri/Kumari ..... son/daughter of Shri  
....., resident of .....(complete address) student of  
..... Represented the ..... State School Team in the  
game/event of ..... in the National Games for Schools held at .....  
from ..... To .....

The position obtained by the individual/team in the above-said Competition/  
Tournament was .....

The Certificate is being given on the basis of records available in the Office of the  
Directorate of Public Instruction/ Education of .....

Place .....

Signature .....

Date .....

Name .....

Designation .....

Address .....

Seal .....

NOTE. – This Certificate will be valid only when signed personally by the Director or  
Additional/Joint or Deputy Director in overall charge of sports/games for schools in the  
Directorate of Public Instruction/Education of the State.



Specimen forms referred to in Annexure – III above

**FORM 5**

*[For the awardees in Physical Efficiency performances conducted  
by the Ministry of Education and Social Welfare]*

GOVERNMENT OF INDIA / MINISTRY OF EDUCATION  
AND SOCIAL WELFARE

**Certificate to a meritorious sportsman for employment to  
Groups 'C' and 'D' Services under the Central Government**

Certified that Shri/Kumari ..... son/daughter of Shri  
....., resident of .....(complete address), represented  
the ..... School Team in the game/event of ..... in National  
Competition held at ..... From ..... To .....

The Certificate is being given on the basis of records available in the Ministry of  
Education and Social Welfare.

Place .....

Signature .....

Date .....

Name .....

Designation .....

Address .....

Seal .....

NOTE. – This Certificate will be valid only when signed personally by the Secretary or other  
Officer in overall charge of Physical Efficiency in the Ministry of Education and Social  
Welfare.