भारत सरकार

GOVERNMENT OF INDIA

कार्यालय, प्रधान मुख्य आयकर आयुक्त, मुंबई

OFFICE OF THE

PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX, MUMBAI

3rd Floor, Aayakar Bhavan, Maharshi Karve Road, Mumbai – 400020

No. Pr.CCIT/Mum/Personnel/Recruitment/Sports/2023-24 Date: 22.12.2023

NOTIFICATION FOR RECRUITMENT OF MERITORIOUS SPORTS PERSONS IN THE CADRE OF INSPECTOR OF INCOME TAX, STENOGRAHER, TAX ASSISTANT, MULTI-TASKING STAFF AND CANTEEN ATTENDANT - 2023

The Principal Chief Commissioner of Income-Tax (Pr.CCIT), Mumbai Region invites applications from meritorious sports persons for appointment as Inspector of Income Tax, Stenographer Grade-II, Tax Assistant, Multi-Tasking Staff and Canteen Attendant. Before making an application, the applicants are required to go through the detailed guidelines, eligibility criteria, vacancy position, other conditions and instructions for the direct recruitment given below to ascertain their eligibility for the post:

2. IMPORTANT DATES:

Schedule of Activity	**Date**
Date of issue of Notification	22.12.2023
Last date of submission of the application in online mode	19.01.2024

3. VACANCY POSITION:

Sl. No.	**Name of the Post**	**No. of vacancies**	**Pay Level in 7th CPC Pay Matrix**
1	Inspector of Income-tax (ITI)	14	Level 7 (Rs.44,900-1,42,400)
2	Stenographer Grade-II (Steno)	18	Level 4 (Rs.25,500-81,100)
3	Tax Assistant (TA)	119	Level 4 (Rs.25,500-81,100)
4	Multi-Tasking Staff (MTS)	137	Level 1 (Rs.18,000-56,900)
5	Canteen Attendant (CA)	3	Level 1 (Rs.18,000-56,900)
	Total number of posts	**291**	

Note: Candidate can apply for the post(s) of Inspector of Income Tax or Stenographer Grade II or Tax Assistant or Multi-Tasking Staff or Canteen Attendant or for all the above posts in a single application.

4. **SELECTION CRITERIA:** The meritorious sportspersons will be considered for appointment based on the following criteria:

4.1 Order of Preference: Meritorious sportspersons will be selected as per the order of preference contained in the Department of Personnel & Training (DoPT) OM No. 14034/1/95-Estt. (D) dated 04.05.1995 and as mentioned in the instruction issued by the DoPT vide OM No.1668767575965 dated 18.11.2022. The order of preference prescribed by the DoPT in this regard is as under:

A) First preference: to those candidates, who have represented the country in International Competition with the clearance of the Department of Youth Affairs and Sports.

B) Second preference: to those, who have represented a State/Union Territory in the Senior or Junior Level National championships organized by the National Sports Federations recognized by the Department of Youth Affairs & Sports or National Games organized by Indian Olympics Association *and* have won medals or positions up to 3rd place. Between the candidates participating in Senior and Junior National Championships/games, the candidates having participated and won the medal in Senior National Championships shall be given preference.

C) Third preference: to those, who have represented a University in an Inter-University competition conducted by the Association of Indian Universities / Inter-University Sports Board *and* have won medals or positions up to 3rd place in finals.

D) Fourth preference: to those, who have represented the State Schools in the National Sports/Games for Schools conducted by the All-India School Games Federation and have won medals or positions up to 3rd place.

E) Fifth preference: to those, who have been awarded National Award in physical efficiency under National Physical Efficiency Drive.

F) Sixth preference: to those who represented a State / Union Territory / University / State School Teams at the level mentioned in categories (B) to (D) but could not win a medal or position, in the same order of preference.

Note 1. In the event of tie, those who have secured a higher position or won more than one medal may be given the preference

Note 2. Participation in individual and team event/item may be given the same preference

Note 3. No preference may be given for winning more than one medal/position

Note 4. In case of any doubt about the status of a tournament, the matter will be decided by the DoPT in consultation with Department of Youth Affairs and Sports.

5. **LIST OF GAMES/SPORTS:** The applications are invited from meritorious sportspersons from the following sports and games:

Sl. No	Name of Sport	Sl. No	Name of Sport
1.	Archery	34.	Mallakhamb
2.	Athletics	35.	Motor Sports
3.	Atya – Patya	36.	Net Ball
4.	Badminton	37.	Para Sports (for sports discipline included in para-Olympics and Para Asian Games)
5.	Ball-Badminton	38.	Pencak Silat
6.	Baseball	39.	Polo
7.	Basketball	40.	Powerlifting

8.	Billiards & Snookers	41.	Shooting
9.	Body-Building	42.	Shooting Ball
10.	Boxing	43.	Roll Ball
11.	Bridge	44.	Roller Skating
12.	Carrom	45.	Rowing
13.	Chess	46.	Rugby
14.	Cricket	47.	Sepak Takraw
15.	Cycling	48.	Soft Ball
16.	Cycle Polo	49.	Soft Tennis
17.	Deaf Sports	50.	Squash
18.	Equestrian	51.	Swimming
19.	Fencing	52.	Table Tennis
20.	Football	53.	Taekwondo
21.	Golf	54.	Tenni-Koit
22.	Gymnastics	55.	Tennis
23.	Handball	56.	Tenpin Bowling
24.	Hockey	57.	Triathlon
25.	Ice-Hockey	58.	Tug-of-war
26.	Ice-Skating	59.	Volleyball
27.	Ice-Skiing	60.	Weightlifting
28.	Judo	61.	Wushu
29.	Kabaddi	62.	Wrestling
30.	Karate	63.	Yachting
31.	Kayaking & Canoeing	64.	Tennis Ball Cricket
32.	Kho – Kho	65.	Yogasana
33.	Kudo		

Note: To extend fair opportunity to sportspersons from all the above games/sports, the total recruitment in each game/sport will not be more than 10% of the total number of vacancies being advertised in each post (ITI/Steno/TA/MTS/CA). However, the Pr.CCIT, Mumbai may, at his/her discretion, increase or decrease the number of posts for any particular game/sport.

6. LIST OF AUTHORITIES COMPETENT TO AWARD CERTIFICATES ON ELIGIBILITY FOR RECRUITMENT OF SPORTSPERSON:

While considering the eligibility of the applicant, only the certificates awarded by the authorities mentioned hereunder will be considered as evidence in support of having participated in competitions in any of the above Sports /Games. A candidate, who cannot produce self-attested copies of at least one certificate issued by one of the authorities mentioned hereunder along with the application, need not apply.

Form No.	Competition	The authority competent to award certificates on eligibility for recruitment of sportspersons
Form—1	International Competition	Secretary of the National Federation of the Game concerned

Form-2	National Competition	Secretary of the National Federation or Secretary of the State Association of the Game concerned
Form—3	Inter-University Tournaments	Dean of Sports or other officer in Overall charge of sports of the University concerned
Form—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 concerned
Form-5	Physical Efficiency Drive	Secretary or other Officer in overall charge of Physical Efficiency in the Ministry of Education & Social Welfare, Government of India

Note- Specimens of Forms 1,2,3,4 and 5 referred to above are given with this notification.

7. ELIGIBILITY:

7.1 Nationality/Citizenship: The candidate must be a citizen of India.

7.2 Age Limit:

Sl. No.	Name of the Post	Age Limit (as on 01.01.2023)
1	Inspector of Income-tax (ITI)	Between 18 - 30 years
2	Stenographer Grade-II (Steno)	Between 18 - 27 years
3	Tax Assistant (TA)	Between 18 - 27 years
4	Multi-Tasking Staff (MTS)	Between 18 - 25 years
5	Canteen Attendant (CA)	Between 18 - 25 years

7.3 Relaxation of age: As per Government 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.

Note: This relaxation will be admissible only to those sportspersons who satisfy all other eligibility conditions related to education and sports qualifications, and furnish a certificate in the prescribed form, from an authority prescribed in this instruction.

7.4 Essential Educational Qualifications:

Sl. No.	Name of the Post	Essential Educational & Other Qualifications
1	Inspector of Income Tax (ITI)	A Degree from recognized University or equivalent qualification
2	Stenographer Grade II (Steno)	12th class pass or equivalent from a recognized Board or University
3	Tax Assistant (TA)	A Degree of a recognized University or equivalent qualification

4	Multi-Tasking Staff (MTS)	Matriculation or Equivalent pass
5	Canteen Attendant (CA)	Matriculation or Equivalent

8. **HOW TO APPLY**:

a) The applicant has to go through the notification, instructions to candidates, vacancy positions, etc. carefully before filling up the application form.

b) The willing and eligible candidates should submit their applications by online mode from the date of publishing of this advertisement till the last date of submission. The link for filling up the application form can be accessed from the following website: https://www.incometaxmumbai.gov.in

c) All the relevant/necessary documents should also be uploaded along with the application form.

d) The candidate can apply for more than one post in a single application, but only one application should be submitted by the candidate. If any candidate submits more than one application, all such applications will be summarily rejected. If a candidate desires to be considered for more than one game/sport, the candidate may select the relevant games/sports while filling the single application form. In no circumstance, the candidate should submit more than one application.

e) The applicant should clearly indicate the preference of the posts in the application form to which he/she is applying, as first preference, second preference, third preference etc.

f) Failure to indicate the posts in the column **"Post applied for"** will make the application liable for rejection without any further correspondence.

g) Candidates seeking relaxation benefits must ensure that they are entitled to such relaxation as per the eligibility prescribed in the notification and furnish relevant documents.

h) Caste Certificate for SC/ST in the prescribed form (Prescribed for appointment under Government of India) from the competent authority (as per the proforma provided) is to be uploaded along with the application form.

i) The format of certificates and the competent authorities for issuing the certificates of achievements are prescribed as per Annexure-A of DoPT OM in F.No.14034/01/2013-Est(D) dated 03.10.2013 and referred to in point 6 above. The certificates of sports achievements submitted in any other form, or from authorities not competent to issue the same, will be ignored.

j) Sportspersons who are already employed in Central Government or State Government departments/organizations or PSUs should furnish an NOC from the present employer.

k) The applicant should upload self-attested copies of the following certificates along with the application form as per requirement:
   a. Matriculation/SSC or equivalent certificate/Birth Certificate/Aadhar Card/Passport for proof of age
   b. Educational Qualification Certificates
   c. Caste/Community Certificate (in support of claim)
   d. Sports/Games Certificates.

e. Certificates on Eligibility for Recruitment of Sportsperson (Form- 1,2,3,4 and 5 as applicable)
f. Certificate of PwBD (Persons with Benchmark Disabilities), if applicable
g. NOC from the present employer, if applicable
h. Copy of Aadhar Card
i. Copy of recent passport-size photograph

l) The candidates will be intimated about any information regarding the recruitment process on their E-mail ID mentioned in their application form.

9. APPLICATION FEE:

1. Application Fee payable: Rs.200/- (Rupees Two hundred only).
2. Fee is to be paid through online mode only and proof of the payment needs to be furnished with the application.
3. Applications received without payment of the requisite fee will be treated as INCOMPLETE and rejected.
4. Fee once paid shall not be refunded under any circumstances.

10. INSTRUCTIONS TO THE APPLICANTS:

a. Failure to comply with the instructions/conditions prescribed in the notification will result in the rejection of the application and no intimation will be served. No communication in this regard will be entertained.
b. In the event of any tie or in any other case, the decision of the Pr.CCIT, Mumbai shall be final.
c. In the event of any clarification/issues with respect to filing of application, the candidates may communicate their query at mumbai.it.sportsrec23@gmail.com.
d. Any form of canvassing by any candidate will render his/her candidature liable to be rejected summarily at any stage of the recruitment process.
e. The Pr.CCIT, Mumbai may cancel the recruitment process at any stage without assigning any reason.
f. The applicants are advised to visit http://www.incometaxmumbai.gov.in from time-to-time for more details and information.
g. In case of any discrepancy regarding the wordings in the advertisement, the English version of the advertisement will prevail over the version in other languages.

11. ADDITIONAL INSTRUCTIONS:

a. On appointment, the candidate will be posted within the Pr.CCIT, Mumbai region.
b. The selected candidates will be on probation for 2 years or such period as per extant instructions of the Government of India.
c. Services of the selected candidates concerning participation in sporting activities and leave management etc, shall strictly be subject to fulfillment of the conditions as enumerated in the DOPT's O.M.No.1667553658667(Estt.Pay-I) dated 15th September 2022 and other DoPT OMs in this regard.
d. In respect of appointment for the post of Stenographer Grade-II, the selected candidates will be required to qualify the Skill test. For this purpose, the Dictation test will be for 10 minutes @ 80 w.p.m and Transcription will be 50 w.p.m. (English) and 65 w.p.m. (Hindi) only on Computers, in accordance with the provisions of the relevant Recruitment Rules.

e. In respect of appointment as Tax Assistant, the selected candidates will be required to qualify the Data Entry Skill Test @ 8000 key depressions per hour, in accordance with the provisions of the relevant Recruitment Rules.

f. The selected candidates should produce relevant original certificates at the time when they are called for.

g. Medical fitness of the candidates will be ascertained by the O/o Pr. CCIT, Mumbai Region, before their formal appointment.

h. The candidate should be clear in all the Doping tests done by the World Anti-Doping Agency (WADA)/National Anti-Doping Agency (NADA) or any other relevant authorities. Further, there should be no ongoing investigation against the candidate regarding Doping or using unfair means to compete or win in any Sporting event. A declaration to this effect must be given by the candidate.

i. The appointment of the candidates will be subject to clearance received in this regard from the Police authorities of their current place of residence after verification.

n. No Travelling allowance will be paid to the selected candidates for their journey to Mumbai for joining the Department after selection.

o. If at any stage during or after the recruitment process, the candidate is found to have furnished any wrong information, statement or declaration or falsified/misrepresented any facts, his/her candidature/appointment will be liable for cancellation.

(VINAY SINHA, IRS)
Commissioner of Income Tax (Admin.& TPS)
Mumbai