



**निष्पादन प्रबंधन महानिदेशालय**  
**Directorate General of Performance Management**  
**अप्रत्यक्ष कर एवं सीमा शुल्क**  
**Indirect Taxes & Customs**  
**5 वींमंजिल, ड्रमशेपबिल्डिंग, आई. पी. भवन,आई. पी. इस्टेट,**  
**5<sup>th</sup>Floor, Drum Shape Building, I.P. Bhawan, I.P.**  
**Estate,**  
**नईदिल्ली/ New Delhi-110002**



DGPM/CCA/RR/4/2022-CCA-O/o DG-DGPM-HQ-DELHI

Dated - March 2024

To

1. All Ministries/ Departments of Government of India
2. The Chief Secretaries/ Administrators to the Government of all States/UTs.

Ma'am/ Sir

**Subject: Inviting applications for the post of Additional Assistant Director in various Directorates under CBIC on deputation basis.- reg.**

Applications are invited for the posts of Additional Assistant Director, in various Directorates under CCA, DGPM, CBIC, on deputation basis in terms of provision laid down in Recruitment Rules of Additional Assistant Director dated 31.03.2022 of DGPM. Details of post and vacancies are as under:-

Post	Pay scale	Vacancy	Proposed place of posting depending on vacancies
Additional Assistant Director	Pay Matrix Level-8 (Rs.47600/-to Rs.1,51,100/-) Remarks : Level-9(Rs53100-16780)inthepay matrix after completion of four years of regular service in the level- 8 ( 47600-15100) in the pay matrix.	Tentativevacancies :110 <b>(One Hundred and Ten)</b> for filling on deputation basis. (Exact number of vacancies may vary)	Delhi, Mumbai, Kolkata, Chennai, Bengaluru, Hyderabad, Ahmedabad,Guwahati, or any other station where vacancies exist in the Directorates (under CCA, DGPM) spread across the country (a list of stations is being enclosed as "Annexure B (ii)"

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2. The Directorate General of Performance Management is the cadre control authority in respect of several Group 'B' and 'C' cadres including the above referred post of Additional Assistant Director in all 18 Directorates (as listed in Annexure-A available on CBIC website [www.cbic.gov.in](http://www.cbic.gov.in) and <https://dgpm.gov.in>) under the Central Board of Indirect Taxes and Customs. Together, these Directorates deal with a myriad of functions such as investigations in the cases of evasion of duties/taxes, human resource development and infrastructure, audit, inspections, legal and appellate matters, systems and data management, and data analysis. The selected officers may be posted to any of the Directorates/ Stations throughout India and they may also be transferred from one Directorate/ Station to another Directorate/ Station during their deputation tenure keeping in view the administrative exigencies. The applicant may give the option of 05 Directorates in { **Annexure B (i)** } and 03 Stations in { Annexure B (ii) } in order of their preference (Available on CBIC's website- [www.cbic.gov.in](http://www.cbic.gov.in) and <https://dgpm.gov.in>). The options exercised do not guarantee that an applicant will be posted at the said Directorate/ Station. The selected officers may be posted to any of the Directorate/ Station.

3. The eligibility criteria (educational qualification, experience, etc.) is listed in **Annexure-C** (Available on CBIC website - [www.cbic.gov.in](http://www.cbic.gov.in) and <https://dgpm.gov.in>).

The candidates whose applications for the post has been forwarded by the concerned Ministry/ Department/ Organization once received in DGPM then will not be allowed to withdraw their candidature subsequently.

4. It is requested that the above advertisement may kindly be circulated among all Departments/Institutions/Offices under your charge and also hosted on their websites. The nominations of eligible officers along with following documents in Hard Copy should reach to the **Additional Director (CCA), DGPM Hqrs., 5<sup>th</sup> floor, Drum Shaped Building, I.P. Estate, New Delhi-110002**, through proper channel on or before 06.05.2024 (by 5.00 PM) i.e., within 45 days from the date of publication in the Employment News/Rozgar Samachar published on 23.03.2024. Applications/Documents received through e-mail will not be entertained.

5. **List of Documents: -**

- i) Bio-data in prescribed proforma (**Annexure-D**) (Available on [www.cbic.gov.in](http://www.cbic.gov.in) and <https://dgpm.gov.in>) duly countersigned by the competent authority/HoD/HoO.
- ii) Presidential Award of Appreciation Certificates and Medal for "Specially Distinguished Record of Service", etc. (if any)
- iii) Certificates of Commendation awarded by Department and any other recognized Institutions, (if any)

- iv) Supporting certificate/ documents in respect of claimed educational qualification including essential qualification of Bachelor's Degree.
  - v) Cadre clearance certificate in the prescribed format issued by the concerned Cadre Controlling Authority.
  - vi) Photo copies of APAR dossier from the year 2016-17 to 2021-2022 duly attested (it may be ensured that the same are attested on each page with rubber stamp by an officer not below the rank of an Under Secretary to the Government of India.).
  - vii) Vigilance Clearance Certificate(**Annexure 'E'**) and Integrity Certificate(**Annexure 'F'**) in the prescribed format issued by the concerned Cadre Controlling Authority.
  - viii) The details of major/minor penalties imposed on the officer during the last 10 years.
  - ix) The latest pay slip issued by the Organization, in case, the applicant belongs to an organization which is not following the Central Government Pay-scales.
6. Applications received after the last date, or applications incomplete in any respect or those not accompanied by the documents/ information as per Para-5 above will not be considered. **The respective Cadre Controlling Authorities shall certify that the particulars sent by the officers are correct as per the records.**
7. The eligibility criteria and application form is available on [www.cbic.gov.in](http://www.cbic.gov.in) and <https://dgpm.gov.in>. The Recruitment Rules for the post of AAD are also available on <https://dgpm.gov.in/DGPMwebSiteData/CCA/RRs%20-%20Supdt.pdf>.
8. This issues with the approval of competent authority.

**Encl : Annexure A, B, C, D, E & F.**

**(Mahabir)**  
**Additional Director (Cadre)**

Copy forwarded for information and necessary action to:-

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- (i) AllCCAsunderCBIC,witharequesttogivewidepublicityoftheabove.
- (ii) The webmaster, CBIC with request to upload the same vacancy circular on CBIC website/portal.



The advertisement features a yellow and blue background. At the top left, there are four blue arrows pointing right. In the top center, the text 'YOYO Sarkari' is displayed in blue, with 'Free Job Alerts' in smaller red text below it. In the top right corner, there is a red circle with the word 'Ads' in white. The main text 'Daily Job Alert' is in white on a blue rounded rectangle. Below this is the WhatsApp logo. The text 'Join our WhatsApp Group' is in large red font. At the bottom of the yellow section, there is a blue rounded rectangle with 'Join Now' in white. On the right side, a smartphone is shown with the YOYO Sarkari logo at the top, the WhatsApp logo in the center, and a 'Join Now' button at the bottom. The background of the phone screen is blue. The text 'YOYO Sarkari' is also visible in the bottom corners of the overall advertisement.

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Please **Join our WhatsApp group**