



GOVERNMENT OF INDIA INCOME TAX DEPARTMENT

Office of the Principal Chief Commissioner of Income Tax,
Andhra Pradesh & Telangana, Hyderabad 'C' Block, 10th Floor, IT Towers,
10-2-3, A.C. Guards, Hyderabad - 500 004.Tel. No. 040-23425476
Fax: 2324142 E-mail: Hyderabad.dcit.hq.admin@incometax.gov.in

NOTIFICATION

The Principal Chief Commissioner of Income Tax, Andhra Pradesh & Telangana, Hyderabad, proposes to draw a panel of suitable and eligible candidates for filling up the following post in Income Tax Department, Andhra Pradesh and Telangana in the pay scale shown against the post below plus usual admissible allowances on deputation basis:

Sl. No	Name of the Post	Pay Scale	No.of Posts
1	Stenographer Grade-I General Central Service, Group 'B'(Non-Gazetted)	Level-6 as per 7 th CPC in the revised pay matrix of Rs.35400 -112400	62*

* Vacancy exists in different stations of Andhra Pradesh & Telangana

Note: The vacancies are liable to change without notice and without assigning any reason

2) In this regard, the applications in the prescribed proforma through proper channel are invited from the candidates for the post of Stenographer Grade-I who possess the following criteria:

- 2.1 Officers holding the post of Stenographer under the Central Government.
- holding analogous post on regular basis in the parent cadre or department; or
 - with ten years' regular service in Pay Level-4 in the pay matrix (Rs.25500-81100) or equivalent.

Note 1: The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

Note 2: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organisation shall ordinarily not exceed three years.

Note 3: The maximum age-limit for appointment by deputation shall not be exceeding fifty-six years as on the closing date of receipt of applications.

3) While on deputation, the official will be governed by the normal terms of deputation, as laid down in the Ministry of Personnel, Public Grievances and Pension OM, No. 2/29/91-Estt. (Pay-II), dated 5th January, 1994 and as amended vide OM.No.AB-6/8/2009-Estt. (Pay-II) dated 17th June 2010.

4) Selected candidate's transfer/posting will be governed by the prevailing rules.

5) Any candidate selected will ordinarily not be allowed to withdraw his/her name

6) Applications of the willing employees who fulfill the prescribed requisite qualifications and conditions of eligibility and whose services can be spared may be forwarded through proper channel to the office of the Pr. Chief Commissioner of Income Tax, Andhra Pradesh & Telangana, Hyderabad, 10th Floor, Income Tax Towers, A C Guards, Masab Tank, Hyderabad -500 004. Application is to be submitted in duplicate, in the format given in Annexure A (Please download the proforma Annexure-A from Departmental website: www.incometaxhyderabad.gov.in).

7) Attested photocopies of the ACRs/APARs for last 5 years should be enclosed along with the application. It may also be ensured that no vigilance/disciplinary proceedings are pending or contemplated against the official concerned and no minor/major penalty has been imposed during the last 5 years.

8) Application should reach this office within 60 days of the publication of the advertisement in the Employment News. While forwarding the bio-data by the respective Head of Office/Department, it may be ensured that the particulars of the candidates are verified and certified and they fulfill the eligibility criteria.

9) Any application received without proper channel and without the requisite certificates/documents and after the stipulated date will not be considered.

Sd/-

(V.A.T.V.KUMAR)