

**“RECRUITMENT OF GROUP ‘C’ NOTICE SERVER AND GROUP ‘D’ PEONS / NIGHT WATCHMEN IN INCOME TAX DEPARTMENT.”**

The Chief Commissioner of Income Tax, Pune, Aayakar Bhavan, 12 Sadhu Vaswani Road, Pune 411 001, invites applications for the post of **Notice Server** (Gen : 2) in the pay scale of Rs. 3050-75-3950-80-4590, **Peon (GEN-2)**n and **Nightwatchman** (Gen: 1) in the pay scale of Rs. 2550-55-2660-60-3200. No. of vacancies may likely to decrease or increase.

**ELIGIBILITY CONDITIONS**

01. Age Limit : 18 to 27 years as on **15.04.2008**.

: The age limit is also relaxable for departmental officials upto 40 years provided the departmental candidates must have rendered at least 03 years continuous service in Govt. Service as on **15.04.2008**.

: Ex-Servicemen fulfilling the conditions laid down by the Govt. from time to time shall be allowed to deduct military service from their actual age and such resultant age should not exceed the prescribed age limit by more than 03 years.

**02. Educational and other qualification :**

- a. For the post of Notice Server :
  - i) Essential : Matriculation
- b. For the post of Gr ‘D’ Peon :
  - i) Essential : Middle School Standard Pass
  - ii) Desirable : Training in Basic and Refresher Course in Home-guards & Civil Defence (after appointment training as Home-guard is obligatory. Same in the case of those who are P.H. to undergo such training).
- c. For the post of Nightwatchman :
  - a. Essential : Nil
  - b. Desirable : Primary School Standard.

**03. Selection of the Candidates :**

For selection of candidates, the candidates are required to appear for the interview conducted by this Department.

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

**04. How to apply :**

Application must be submitted in the following format addressed to the Dy. Commissioner of Income Tax (HQ)(Admn), 12, Sadhu Vaswani Chowk, Pune 411 001, so as to reach this office on or before **15.04.2008** (5.00p.m.)

**:APPLICATION FOR THE POST OF NOTICE SERVER / PEON / NIGHT WATCHMAN**

01. Name of the Candidate :  
02. Name of the Father :  
03. Address for communication :  
04. Date of Birth :  
05. Category :  
06. Age as on 15.04.2008. :  
07 .Educational Qualifications :  
08. Employment Registration No., if any.:

**: D E C L A R A T I O N :**

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 interview, my candidature / appointment is liable to be cancelled. 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 fulfill all the conditions of eligibility regarding age limit, educational qualifications etc. prescribed for the post.

Place :

Date :

Signature of the Candidate

05. Attested copies of documents in support of claim regarding date of birth, educational qualifications etc. should invariably accompany the application. Separate application for each post should be sent.

06. The candidate on appointment will be liable for posting at any place in this region. A declaration to this effect to work at any place should be submitted along with the application.

07. Applications duly signed and completed in all respects should be sent so as to reach this office latest by 5.00 p.m. on 15.04.2008.

08. Applications received after the above date will not be entertained under any circumstances. Incomplete and unsigned applications will be rejected and no correspondence in the matter will be made with the applicant. Eligible candidates will be called for interview. The date and venue will be intimated in due course.

(S.C. SHIVGUNDE)

Dy. Commissioner of Income Tax (HQ)(Admn),  
For Chief Commissioner of Income Tax, Pune.