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भारत सरकार, **GOVERNMENT OF INDIA**
वित्त मंत्रालय, **MINISTRY OF FINANCE**
राजस्व विभाग, **DEPARTMENT OF REVENUE**
सक्षम प्राधिकारी का कार्यालय [एस.ए. एफ.इ.एम (एफ.ओ.पी) ए. & एन.डी.पी. एस.ए]
OFFICE OF THE COMPETENT AUTHORITY [SAFEM (FOP)A & NDPSA]
SHASTRI BHAWAN, New Building Complex, (4th Floor),
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S.F No.52/ 2026-27

Date: 15.09.2026

VACANCY CIRCULAR No. 05/2026-27

Sub: Filling up of the vacant post of Stenographer Grade-II and Multi-tasking Staff in the office of the Competent Authority, SAFEM(FOP) & NDPS Acts, Chennai on deputation basis - reg.

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Applications are invited from willing and eligible candidates to fill up the following vacancies on deputation basis in the office of the Competent Authority SAFEM(FOP)A & NDPSA, Chennai. The details regarding the posts are given as under:

OSI.N o.	Name of the post	No. of post	Scale of Pay	Eligibility
1.	Stenographer Gr-II (Group-C)	1	Pay Level - 6 (35,400 To 1,12,400) (7 th CPC) Pre-revised PB-2 Rs. 9300-34800 + Grade Pay 4200	Officers of the Central or State Government or Departments or Organisations: i) holding analogous post; or ii) with 8 years regular service in the grade of Stenographer Grade-III; iii) possessing a speed of 100 words per minute in stenography (English)
2.	Multi-tasking Staff (Group-C)	1	Pay Level - 1 (18,000 to 56,900) (7 th CPC) Pre-revised PB-1 Rs. 5200-20200 + Grade Pay 1800	Officials under the Central or State Government Departments or Organisations: Eligibility:- 1. Holding analogous posts on regular basis in the Central or State Government Departments or Organizations in the Pre-revised scale of Rs.5200-20200 with Grade Pay of 1800/-. <u>Note: The Period of deputation is for 2 years only in the case of MTS</u>

The deputation will be governed by the terms & conditions as contained in the DOP&T'S O.M.No2/29/91/Estt(PayII) dated 05.01.1994 and No.6/8/2009-Estt.(Pay-II) dated 17.06.2010 as amended from time to time.

The period of deputation including the period of deputation in another ex-cadre post held immediately preceding his/her appointment in the same or some other organisation or department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall not exceed 56 years as on the closing date of receipt of application.

The official selected can opt to draw the grade pay of the post for which he is selected or his pay plus deputation allowance (10% of his basic pay in case of outstation officials and 5% for local officials, subject to maximum of Rs.9,000/- and Rs.4,500/- respectively as per 7th CPC and as per revision of Dearness Allowances).

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The applications from suitable candidates who are willing and eligible in terms of the above criteria may be duly certified and forwarded to this office along with their bio-data in the prescribed form (Annexure-I), so as to reach this office **not later than 26.10.2026**.

The photocopies of the ACRs / APARs of the applicants for the last 5 years duly attested along with Integrity Certificate, Vigilance Clearance Certificate and Certificate showing that no major/minor penalty was imposed during the last 10 years may also be sent along with the application.

The applicants who volunteer for the post will not be permitted to withdraw their names at a later date and only such applications which are duly forwarded by the concerned office through proper channel and accompanied by the ACRs / APARs along with Vigilance Clearance, etc. will be considered.

P.S.

(P.S.Aravind)

JOINT COMMISSIONER

To

1. The Pr. Chief Commissioner of Income Tax, Chennai/Hyderabad/Cochin/Bangalore.
2. The Chief Commissioner of GST, Chennai/Hyderabad/Bangalore/Cochin/Coimbatore.
3. The Chief Commissioner of Customs, Chennai/Bangalore/Customs Preventive Zone, Chennai
4. The Commissioner of GST, Chennai-I,II,III/Coimbatore/Salem/Trichy/Madurai/ Pondicherry /Tirunelveli/Bangalore-I,II,III/Guntur/Hyderabad-I,II,III/Cochin/Visakapatnam/Trivandrum/ Calicut.
5. The Commissioner of Customs, Chennai (Port)/Chennai (Air)/Bangalore/Cochin/ Mangalore/Trichy/Vishakapatnam.
6. The Zonal Director, Narcotics Control Bureau/Enforcement Directorate/SRU/DRI(Anti-Evasion) /DRI (Anti-Smuggling/CESTAT, Chennai.
7. The Regional Director, Enforcement Directorate / DRI, Chennai.
8. The Director General, Central Armed Polic Forces (AR/BSF/CISF/CRPF/ITBP/NSG/SSB)
9. The Joint Director, Central Bureau of Investigation, Chennai.
10. The Under Secretary, CA Cell, No.14108, Kartavya Bhavan-1, Ministry of Finance, Department of Revenue, North Block, New Delhi - 110 001 - with a request to forward the circular to the Web Master, Web Manager, CBEC/CBDT Websites.
11. To The O/o the Competent Authority, Delhi/Mumbai/Kolkata - with a request to host this circular in the office website.

* Important : Pay band and Grade Pay granted under ACP / MACP are personal to the officer and therefore, should not be mentioned. Only pay Band and Grade Pay, Pay scale of the post held on regular basis to be mentioned. Details of ACP / MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate may be indicated as below

Office / Institution	Pay, Pay Band and Grade Pay drawn under ACP / MACP Scheme	From	To

8.	Nature of present employment i.e. Ad-hoc or Temporary or Quasi Permanent or Permanent		:	
9.	In case the present employment is held on deputation / contract basis please state		:	
f) The date of initial appointment	b) Period of appointment on deputation / contract	c) Name of the office / organization to which the applicant belongs	d) Name of the post and Pay of the post held in substantive capacity in the parent organization	
9.1.	Note : In case of officers already on deputation, the application of such officers should be forwarded by the parent cadre Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate		:	
9.2.	Note : Information under Column 9 (c) & (d) above must be given in all cases where a person is holding a post of deputation outside the cadre / organization but still maintaining a lien in his parent cadre / organization		:	
10.	If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.		:	
11.	Additional details about present employment. Please state whether working under (Indicate the name of your employer against the relevant column) kk. Central Government ll. State Government mm. Autonomous Organization nn. Government Undertaking oo. Universities pp. Others		:	
12.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade		:	
13.	Are in you Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale		:	
14.	Total emoluments per month now drawn		:	
Basic Pay in PB		Grade Pay	Total Emoluments	
15.	In case the applicant belongs to and Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organization showing the following details may be enclosed.		:	
Basic pay with scale of pay and rate of increment		Dearness Pay / Interim relief/ Other allowances etc (with breakup details)	Total Emoluments	

16.	A. Additional information, if any relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular / Advertisement) (Note : Enclose a separate sheet, if the space is insufficient)	:	
	B. Achievements The candidates are requested to indicate information with regard to (xxxvii) Research publications and reports and special projects (xxxviii) Awards / Scholarships / Official (xxxix) Affiliation with the professional bodies / Institutions / societies and (xl) Patents registered in own name or achieved for the organization (xli) Any research / innovative measure involving official recognition (xlii) Any other information (Note : Enclose a separate sheet if the space is insufficient)	:	
17.	Please state whether you are applying for deputation (ISTC) / Absorption / Re-employment Basis # (Officers under Central / State Governments are only eligible for "Absorption" Candidates non-Government Organizations are eligible only for Short Term Contract)	:	
	# (The option "STC" / 'Absorption' / 'Re-employment' are available only if the vacancy circular specially mentioned recruitment by 'STC' or 'Absorption' or 'Re-employment')	:	
18.	Whether belongs to SC / ST	:	

I have carefully gone through the vacancy circular / advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualifications / Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information / details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed / withheld.

(Signature of the candidate)
Address

Date :

Encl.: Certificates by the Employer / Cadre Controlling Authority