

 	प्रधानआयुक्त सीमाशुल्क (सामान्य) का कार्यालय OFFICE OF THE PRINCIPAL COMMISSIONER OF CUSTOMS (GENERAL) नवीन सीमाशुल्क भवन, बेलार्ड इस्टेट, मुंबई-400001 NEW CUSTOM HOUSE, BALLARD ESTATE, MUMBAI-400001 Telephone-022-22757737/7735, ई-मेल/e-mail: p.estt-mum-cus-zone1@gov.in	 वसुधैव कुटुम्बकम् ONE EARTH • ONE FAMILY • ONE FUTURE
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RECRUITMENT OF CANTEEN ATTENDANT AS PER CBIC RECRUITMENT RULES-2015
NOTIFIED VIDE G.S.R.239 (E). DATED 31.03.2015 IN MUMBAI CUSTOMS

Applications are invited from eligible candidates having essential qualifications as mentioned below and as per Recruitment Rules, 2015 dated 31.03.2015 for filling up the post of Canteen Attendant in Mumbai Customs Canteen under Office of The Chief Commissioner of Customs, Mumbai Customs Zone-I, Department of Revenue, Ministry of Finance, Government of India.

Name of the Post : Canteen Attendant
Number of Post : 22
Category : UR-8, OBC-7, SC-3, ST-2, EWS-2
Pay Level : Level-1 in the Pay Matrix (Rs.18000- Rs.56900)
Educational Qualifications : Matriculation or equivalent from a recognized Board

Age limit: Between 18- 25 years. (Relaxation of age limit upto 40 years for government servants in accordance with the orders issued by Central Government from time to time).

Note: The crucial date for determining the age limit shall be the last date upto which applications have been called for i.e. 30 days from the date of publishing of advertisement in Employment News/ Rozgar Samachar/News Paper.

Application Process:

Those who are desirous of applying may do so in prescribed Application Form enclosing self-attested photocopies of Matriculation or equivalent certificate, Mark Sheet of Matriculation, SC/ST/OBC/EWS Certificate. NOC in original from present Employer in case of Government Servant. Only complete applications in prescribed format, with envelope marked as “APPLICATION FOR THE POST OF CANTEEN ATTENDANT”, shall be accepted and are to reach this office by post on or before 30 days from the date of publication of this Recruitment Notice at the following address-

“The Assistant Commissioner of Customs (Personnel & Establishment Section), 2nd Floor, New Custom House, Ballard Estate, Mumbai- 400001.”

Note: Original Certificate should not be sent along with the application. These should be produced only at the time of Document Verification.

Period of Probation: Successful candidates will have a probation period of Two Years.

Application form may be downloaded from the website of Mumbai Custom Zone-I: <https://www.mumbaicustomszone1.gov.in/Home/ReleaseNews>.

(Pramod Anand Mendon)

Assistant Commissioner of Customs,
P&E Section, New Custom House,
Mumbai Customs, Zone-I.

Enclosure: 1. Important instructions to candidates.

2. Pro-forma for application

Copy to : 1. Notice Board 2. Mumbai Customs website.

Important Instructions to Candidates

1. **Selection Process:** Candidates who submit complete & valid applications will be called for the written examination which will consists of Multiple Choice Questions (MCQ) having three sections of 15 marks each on Numerical Aptitude, General English and General Awareness and last section of 5 marks on Canteen specific subject (viz. general hygiene, sanitation, safety precautions in Kitchen, basics of food and nutrition). Successful candidates will be declared as per the merit list based on written examination. The details such as date and venue of written examination including list of eligible candidates for written examination will be published on the website of Mumbai Customs Zone-I: <https://www.mumbaicustomszone1.gov.in/Home/ReleaseNews> in due course of time.
2. One candidate shall apply only one application.
3. Candidates must carry at least one photo bearing IDENTITY PROOF in original such as Driving License, Voter ID Card, Aadhar Card, Identity Card issued by the University/College, PAN Card to the examination center, failing which **THEY SHALL NOT BE ALLOWED TO APPEAR FOR THE EXAMINATION.**
4. Candidates should note that the Date of Birth as recorded in the Matriculation Certificate (or an equivalent Certificate from recognized Board only) will be accepted by the Office for determining the age and no subsequent request for its change will be considered or granted. Age relaxation for reserved candidates are as per extant Rules.
5. Educational Qualification: Matriculation or equivalent form a recognised Board.
6. Only latest certified copies, issued by the Competent Authority, of required documents viz. Education Qualification, Date of Birth, Caste Certificate, EWS Certificate should be enclosed with the applications. Incomplete applications & applications submitted other than the **post/category** mentioned above will be treated as invalid and will not be entertained.
7. The decision of the Department in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination and allotment of posts to selected candidates will be final and binding on the candidates and no enquiry/ correspondence will be entertained in this regard.
8. Court's Jurisdiction: Any dispute in regard to this Recruitment will be subject to courts/ tribunals having jurisdiction over Mumbai.
9. The Recruitment process can be cancelled/postponed/suspended/terminated without prior notice/ assigning any reason at any stage.
10. No application seeking information under RTI Act shall be entertained till completion of selection process.
11. The applications in the prescribed pro-forma should reach this Office on or before 30 days from the date of application of the Recruitment Notice, addressing to **“The Assistant Commissioner of Customs (Personnel & Establishment Section), 2nd Floor, New Custom House, Ballard Estate, Mumbai- 400001”**.

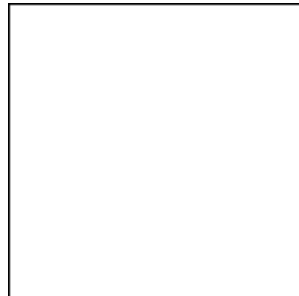
(Applications received after the due date i.e. 30 days from the date of publication of the Recruitment Notice, will not be accepted. The Department will not be responsible for any postal delays/ non-receipt of applications.)

PRO-FORMA FOR APPLICATION
(To be filled in Block Letters only)

To,

Latest Self-attested Photo

**Assistant Commissioner of Customs
(Personnel & Establishment)
Office of the Commissioner of Customs,
New Custom House, Ballard Estate,
Mumbai-400001.**



Application for the post of Canteen Attendant

1. Full Name (in Block letters) :
2. Father's Name :
3. Mother's Name :
4. Date of Birth :
5. Educational Qualifications :

S. No	Educational Qualification	Name of the Board/University/recognized Institute	Passed in Year	Division /Class	Percentage of Marks	Full Marks	Subjects

6. Category (General/SC/ST/OBC/EWS):
7. Address for Correspondence/Communication with pin code:
8. Permanent Residential Address with pin code:
9. Nationality:
10. Aadhar Card No.:
11. PAN Card No.:
12. Documents to be submitted:
 - a. 10th class Passing Certificate & Mark sheets
 - b. Proof of Age (10th Marksheet / Birth Certificate)
 - c. Caste Certificate
 - d. EWS Certificate
13. Contact Number and Email-id:

DECLARATION:

I do hereby declare that the information given in the application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility detected before or after the test/interview or at any stage my candidature will be cancelled and all my claims for the recruitment will stand forfeited.

Place:

Date:

Signature of the Candidate