URGENT/TIME BOUND

Sub: Departmental Examination for promotion of LDC to the cadre of Tax Assistant for the year 2018.

The next departmental examination for promotion of LDC to the cadre of Tax Assistant for the year 2018-19 is scheduled to be held on 20.07.2018. The details of the examination are given below:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Subject</th>
<th>Max. Marks</th>
<th>Pass Marks</th>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Paper I</td>
<td>50</td>
<td>25</td>
<td>20.07.2018</td>
<td>11:00 to 12:00 Hrs</td>
</tr>
<tr>
<td></td>
<td>Theoretical Test on Computer Proficiency</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Paper II</td>
<td>50</td>
<td>25</td>
<td>20.07.2018</td>
<td>14:00 to 14:30 Hrs</td>
</tr>
<tr>
<td></td>
<td>Practical Test on Computer Proficiency</td>
<td></td>
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</tr>
</tbody>
</table>

2. It is requested to forward the names of willing LDC for appearing in the next Examination scheduled for promotion from Lower Division Clerk who have fulfilled the following conditions:

3. Lower Division Clerks who have rendered seven years of regular service on the grade failing which seven years of combined regular service in the grade of Lower Division Clerk and Havaldar and should possess the following educational qualification and experience namely:

a. 12th Class or equivalent from a recognized Board or University.
b. Data entry speed of 8000 key depression per hour for data entry work and should pass the Departmental examination with typing speed of 35wpm in English or 30wpm in Hindi on computer.

4. The written willingness may be forwarded to this office on or before 08.06.2018.

(Amarnath Kesari)
Joint Commissioner (P&V)

Copy submitted to:

1. The Additional/Joint/ Deputy Commissioner (P&V), Kozhikode/Thiruvananthapuram/ CCP/ Audit-for circulating the same to eligible officers
2. The Deputy / Assistant Commissioner, in charge of all Divisions of Kochi Commissionerate.
3. The Superintendent (EDP), Central Tax and Central Excise Hqrs. Office, Kochi for uploading in website.