 Applications are invited from eligible persons having the desired qualifications mentioned below as per the Recruitment Rules for filling up the vacancies in various cadres of Canteen Staff in Central Tax & Central Excise department, Thiruvananthapuram Zone.

1) **Assistant Hawalai-cum-cook**

No: of vacancies available for direct recruitment = 1 (General – 1)

Pay Matrix: Level-2 in the pay matrix (Rs. 19,900 – 63,200)

<table>
<thead>
<tr>
<th>Eligibility Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>i) Educational Qualification</td>
</tr>
<tr>
<td>ii) Experience</td>
</tr>
<tr>
<td>iii) Skill Test</td>
</tr>
</tbody>
</table>

2) **Clerk**

No: of vacancies available for direct recruitment = 1 (General – 1)

Pay Matrix: Level-2 in the pay matrix (Rs. 19,900 – 63,200)

<table>
<thead>
<tr>
<th>Eligibility Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>i) Educational Qualification</td>
</tr>
<tr>
<td>ii) Typing Speed</td>
</tr>
</tbody>
</table>

3) **Canteen Attendant**

No: of vacancies available for direct recruitment = 10 (General –7, SC-1, OBC-2)

Pay Matrix: Level-1 in the pay matrix (Rs. 18,000 – 56,900)

<table>
<thead>
<tr>
<th>Eligibility Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>i) Educational Qualification</td>
</tr>
</tbody>
</table>

**Age Limit**

Age Limit to apply for the above posts: Between 18 and 25 years (Relaxable for Government Servants upto the age of 40 years in accordance with the orders issued by the Central Government). The crucial date for determining the age shall be closing date of receipt of applications from the candidates i.e 20.08.2018.

**Selection Process**

Those who are desirous of applying may do so in prescribed Application form in Annexure enclosing attested copy of certificates showing age, educational qualifications, experience etc. so as to reach the undersigned on or before 20.08.2018.

Only those candidates who have required eligibility criteria and experience mentioned above need to apply and the shortlisted candidates will be called for skill test/typing test as per the post applied for.

Application form can be downloaded from the website of Central Tax & Central Excise, Kochi commissionerate – www.cencisekochi.gov.in

JOINT COMissioner (P&V)
APPLICATION FORM

To
The Joint Commissioner (P&V)  Signed Photograph
Central Tax & Central Excise,
Kochi commissionerate,
Central Revenue Building,
I S Press Road, Kochi – 682018

APPLICATION FOR THE POST OF ....................................................

1. NAME (in block letters):
2. FATHER’S NAME:
3. PRESENT ADDRESS:

4. DATE OF BIRTH:
5. AGE AS ON 20.08.2018 : ........ YEARS, ........ MONTHS, ........ DAYS
6. EDUCATIONAL QUALIFICATIONS

<table>
<thead>
<tr>
<th>SI No.</th>
<th>Name of Board/University</th>
<th>Passed in the year</th>
<th>Division</th>
<th>Percentage of marks</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

7. NATIONALITY:
8. WHETHER BELONGS TO SC/ST/OBC:
9. CONTACT NUMBER:
10. DETAILS OF PREVIOUS EXPERIENCE:

11. DETAILS OF CERTIFICATE OR DIPLOMA IN CATERING FROM A RECOGNIZED INSTITUTE:

DECLARATION

I hereby declare that the information given above is true to the best of my knowledge and nothing is kept as false. If at any time it becomes known that any of the facts given by me are wrong I know that my candidature/appointment will be terminated without notice.

Place:  Signature of Applicant:
Date:  Name of the Applicant:

In case of applicants employed in Govt. Department/undertaking, they should submit their applications through proper channel.