



भारतसरकार/Government of India
फलताविशेष आर्थिक क्षेत्र/FALTA SPECIAL ECONOMIC ZONE

वाणिज्यविभाग/Department of Commerce

वाणिज्यऔरउद्योगमंत्रालय/Ministry of Commerce & Industry

निज़ामपैलेस, दूसराएमएसओभवन, चौथीमंजिल/Nizam Palace, 2nd MSO Building, 4th Floor

234/4 एजेसीबोसरोड, कोलकाता-700 020/ 234/4 AJC Bose Road, Kolkata-700 020;

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Falta SEZ

No.3(2)/2024-Admin/549

Date : 15.07.2026

Vacancy Circular

Applications are invited from willing and eligible candidates for filling up vacant Customs posts on **deputation basis** in the O/o Development Commissioner, Manikanchan Special Economic Zone. Description of the posts and eligibility conditions are as under:

Sl. No.	Name & Pay scale of the post	No. of posts	Eligibility criteria
1	Superintendent of Customs (Preventive) (Group –B Gazetted) <u>Pay Scale :</u> Level 8 as per 7th CPC (Rs. 9300-34800) Grade Pay Rs. 4800/- <u>Location :</u> Manikanchan SEZ, Salt Lake, Sector-V, Kolkata- 700 091	01 (One)	Officers of the Central Board of Indirect Taxes and Customs , a. (i) Holding analogous posts on regular basis in the parent cadre or department; or (ii) With three years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 5500-9000 or equivalent in the parent cadres or department; and b. Possessing two years experience in Excise or Customs procedural work.



2	Preventive Officer (Group –B) <u>Pay Scale :</u> (Rs.9300-34800) Grade Pay Rs. 4600/- Equivalent to Level 7 of the Pay Matrix under 7 th CPC. <u>Location</u> : Manikanchan SEZ Special Economic Zone, Sector-V, Salta Lake, Kolkata – 700 091	01 (One)	Officers of the Central Board of Indirect Taxes and Customs , a. (i) Holding analogous posts on regular basis in the parent cadre or department; or (ii) With six years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 4500-7000 or equivalent in the parent cadre or department; and b. Possessing two years experience in Customs or Central Excise procedural work.
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2. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization or exceed 3(three) years. The maximum age for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of application.

The deputation rules, regulations and provision as issued from time to time by DoPT shall be applicable. A Government Officer in a higher grade pay/scale shall be ineligible for appointment on deputation to a post in lower grade pay/scale in terms of DoPT OM No.6/8/2009-Estt(Pay-II) dated 17.06.2010.

3. The bio-data (as per Annexure-I) duly supported by documents will be assessed by the Selection Committee while selecting candidates for appointment to the concerned post(s). The Development Commissioner, Falta SEZ reserves the right to modify and/or withdraw the vacancy circular at any time without assigning any reasons.

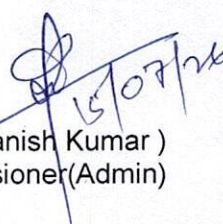
4. The Cadre Controlling Authorities are requested that the complete applications of eligible and willing Officers, who could be relived in the event of selection, may be forwarded to the 'Deputy Development Commissioner (Administration), Falta Special Economic Zone, 2nd MSO Building (4th Floor), 234/4 AJC Bose Road, Kolkata-700020' in prescribed format (as per Annexure-I) along with following requisite enclosures on or before 45 (forty five) days from the date of publication of the vacancy advertisement in the Employment News:

- Complete and up to date ACRs/APARs for the last five years attested photocopies thereof;
- Integrity Certificate and Vigilance Clearance;
- Details of major/minor penalties imposed during the last 10 years (if no penalties have been imposed, it should be stated).



Incomplete application or application not received through proper channel shall not be entertained.

5. The details are also available on the website www.fsez.gov.in


(Manish Kumar)
Deputy Development Commissioner (Admin)

Copy to :

- i. Under Secretary, SEZ Section, Department of Commerce, Ministry of Commerce & Industry, New Delhi.
- ii. O/o, Chief Commissioner of Customs, Kolkata Zone, Customs House, 15/1, Strand Road, Kolkata – 700 001, with a request for wide publicity amongst Customs Officers.
- iii. Dy. Development Commissioner (Advertisement & Publicity), FSEZ, with a request to put the vacancy circular in the websites of FSEZ and Department of Commerce, and advertize the vacancy circular in Employment News (English & Hindi)



**PART –A
APPLICATION FORM**

Annexure-I

1.	Post Applied for Name of the SEZ	: :				
2	Date of Birth	:				
3.	Name (Hindi/English) (BLOCK LETTER)	:				
4.	Post held	:	On Regular Basis	On Ad-hoc Basis	On Deputation	
	Effective date of holding of post	:				
	Level of Pay in Pay Matrix	:				
	Total period of holding of post	:				
	Total Emoluments at Present	:				
	Name of Present Office & Address with Tel/Mob./E-mail	:	Present Office	:		
		:	Cadre	:		
5.	Details of Employment in Chronological order(enclose a separate sheet, duly authenticated by your signature, if the space below is not sufficient)					
	Sl. No.	Name of Office/ Organisation	Post held	From	To	Scale of Pay and Basic Pay
	(Enclose a separate sheet, if the space is insufficient)					
	Additional details about present Employment. Please state whether working under: Central Government/ State Government/ Autonomous Organization/ Government/ Undertakings/ Universities					
6	Qualifications/Experience possessed by the Officer					
	Educational Qualifications					
	Essential Qualifications					
	Desirable Qualifications					
	Other Qualifications					
	Whether Educational and other					

	Qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the details of the same)				
7.	Additional information, if any, which you would like to mention in support of your suitability for the post. (Enclose a separate sheet, if the space is insufficient)				
	Identification Marks	Language Known			
		Mother Tongue	Able to Read	Able to Write	Able to Speak
8	Whether belongs to SC/ST	:			

Declaration: I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assed at the time of selection for the post.

(Signature of the Candidate)

Place: Address for :
Communication

Date: Phone No.(Office) :
Mobile No. :
E-mail :

PART-B
Certificate

(To be given by the Head of the Department)

8.	Whether the Officer meets eligibility requirements as on the closing date of application			Yes/No
9.	a.	i.	Whether any Vigilance case is pending or being contemplated against the Officer	Yes/No
		ii.	If, yes, please give details	
	b.	i.	Whether any Major/Minor Penalty has been imposed on the proposed Officer during last 10 (ten) years.	Yes/No
		ii.	If, yes, please give details.	
		iii.	Indicate whether any Penalty is in operation as on date.	
	c.		Whether Cadre clearance for the Officer by the Competent Authority has been granted	Yes/No
	d.		Whether Integrity Certificate issued	Yes/No

(Signature of the HOD/HOO)
(With Rubber Stamp)

Date:

Phone No. (Office) :
Mobile No. :
E-mail :