

CBIC-10A35(17)/3/2024-Ad-IIB
Government of India
Ministry of Finance
Department of Revenue

Central Board of Indirect Taxes & Customs

Room No. 243 E, North Block
New Delhi

11th July, 2024

VACANCY CIRCULAR

The Central Board of Indirect Taxes & Customs invites application for the post of Deputy Director (Official Language) as per details below:

Name of the Post and Scale	Deputy Director (Official Language) Level-11 of the Pay Matrix (Rs. 67,700-2,08,700)
No. of Vacancies	05 (Five)
Method of Recruitment	Deputation

Eligibility:-

Officers of the Central Government:

(a) (i) Holding analogous posts on regular basis in the parent cadre/department; or
(ii) With five years' regular service in the grade rendered after appointment thereto on regular basis in level-10 in the Pay Matrix or equivalent in the parent cadre or department; and

(b) Possessing the following educational qualifications and experience, namely:-

Essential :

(i) Master's degree of a recognised University in Hindi with English as a compulsory or elective subject or as the medium of examination at the degree level; **OR**

Master's degree of a recognised University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level; **OR**

Master's degree of a recognised University in any subject other than Hindi or English, with Hindi medium and English as a compulsory or elective subject or as the medium of examination at the degree level; **OR**

Master's degree of a recognised University in any subject other than Hindi or English, with English medium Hindi as a compulsory or elective subject or as the medium of examination at the degree level; **OR**

Master's degree of a recognised University in any subject other than Hindi or English, with Hindi and English as a compulsory or elective subject or either of the two as a

medium of examination and the other as a compulsory or elective subject degree at level.

(ii) Five years' experience of using or applying terminology (terminological work) in Hindi and translation work from English to Hindi or vice-versa preferably of technical or scientific literature under Central or State Government or Autonomous Body or Statutory Organizations or Public Sector Undertakings or Universities or recognised research or educational institutions; **OR**

Five years' experience of teaching in Hindi and English or research in Hindi or English under Central or State Governments or Autonomous Body or Statutory Organizations or Public Sector Undertakings or Universities or Recognised Research or Educational Institutions.

Desirable:

Studied one of the Languages other than Hindi included in the Eighth Schedule to the Constitution at Tenth level from a Recognized Board.

2. For complete advertisement, application format, eligibility criteria i.e. Educational Qualification, Bio-data Proforma etc. the applicants are advised to visit the official website of Central Board of Indirect Taxes & Customs-<https://www.cbic.gov.in> (under Departmental Officers-->Vacancy Circulars).

3. All the Ministries/Departments of the Govt. of India are requested to circulate these posts amongst the officers working under their charge and the application in the prescribed proforma (Curriculum Vitae) alongwith complete and up-to-date APARs of the applicants, who could be spared in the event of their selection may be sent so as to reach **Sh. R. K. Jatav, Director Ad.II (A&B), Room No. 274A, Second Floor, North Block, New Delhi-110001, within 60 days from the date of the publication of the circular in the Employment News/ Rozgar Samachar (excluding the date of publication)**. Applications not forwarded through proper channel or those received without the requisite certificates and necessary documents will not be entertained. Applicants are required to submit self-attested copies of requisite Educational Qualification Certificates along with updated Bio-data/ Curriculum Vitae.

4. The name of the post applied should be superscribed in Bold Letters on the envelope containing the application.

(S. K. Jain)

Under Secretary to the Government of India
Ad.IIB, CBIC
Tele- 011-23095584

EN 17/93