

**ENGAGEMENT OF RETIRED/SERVING CUSTOMS OFFICER OF JOINT
COMMISSIONER/DEPUTY COMMISSIONER RANK ON CONTRACT BASIS/DEPUTATION
BASIS**

Directorate General of Hydrocarbons (DGH), under Ministry of Petroleum & Natural Gas, Govt. of India, invites applications for engagement as Advisor (Customs Clearance) on contract/deputation basis for facilitating Essentiality Certificate section at Kolkata Port.

Eligibility & Experience criteria: -

- Superannuated customs officers (age not more than 62 years as on 01.10.2021) retired from Joint Commissioner/ deputy Commissioner rank.
- Serving Customs Officers under Central Board of Indirect Taxes & Customs, of Joint Commissioner/Deputy Commissioner rank in Level 12/11 and willing to serve at Kolkata may apply for the same.
- Good liaison & Administrative skills, field experience related to customs clearance and knowledge about customs law/activities.

Scope of work: -

- (a) Facilitating operators/service providers for smooth clearance of items from the port of import and movement of equipment within the country in accordance with Gol notification.
- (b) Representing DGH in interactions with operators and customs authorities
- (c) Interactions with government agencies for facilitating operators for the movement of imported items related with Oil & Gas Industry.
- (d) Resolving the issues related with EC thus facilitating in ease of doing business.

Duration of Engagement: -

The assignment shall be for an initial period of 24 months and extendable depending upon DGH requirement.

Place of Posting:

Kolkata

Remuneration: -

- (a) Retired officers engaged as Advisor (Customs Clearance) will be paid remuneration as per the applicable Government of India rules/guidelines.

(a) Serving Officers:

Serving Officers will be considered for appointment on deputation basis and will receive the pay and allowances of the parent organization plus deputation allowance as applicable.

Official Travel/Tour expenses will be reimbursed as per the entitlement of the post held in parent organization.

Other facilities: *

Lump sum payment of Rs. 49,000/- p.m (to cover various Job and Office related expenses like Transport/Conveyance, Communication, Secretarial assistance, Contingencies, Stationery etc.)

*In case of selection of a serving officer, the candidate will be required to exercise the option either to avail the above facilities as admissible under the rules of parent organization or as mentioned above.

Note: The application of serving employees must be routed through proper channel. The service particulars are to be verified/certified by the Competent Forwarding Authority, along with Vigilance Status, PAR/ACR ratings/marks (last 3 years) and separability time-lines.

Interested candidates meeting the eligibility & experience criteria are required to send their applications in the format (attached) directly to e-mail at dghrecruitment@dghindia.gov.in, together with all supporting self-attested documents of relevant qualifications and experience latest by 15.11.2021.

Only shortlisted candidates will be intimated and invited for personal interaction which will be held through videoconference, date and time of which will be informed in advance.

ED & HOD (HR & Admin), DGH

Application for Post/Discipline: _____

(No rows/column should be left blank)

1. **NAME & EMP. No.** :
2. **PRESENT ADDRESS** :
3. **CONTACT DETAILS**
(Mobile, Landline and e-Mail) :
4. **MS Teams Email ID** :
5. **DATE OF BIRTH (AGE)** :
6. **GENDER & MARITAL STATUS** :
7. **PROFESSIONAL QUALIFICATIONS:**

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recent colored
passport sized
photograph
here

SN	Qualification	College/Institute	University	Year of Passing	Percentage/Grade

(Rows may be added/deleted)

8. **PROFESSIONAL EXPERIENCE** (starting from the latest) Latest Pay-slip to be attached:

SN	Position Held	Pay Scale/ Remuneration	Organization	From (dd/mm/yyyy) to (dd/mm/yyyy)	Major Responsibilities
1					
2					

(Rows may be added/deleted, Maximum of One additional self-certified signed page may be added)

9. **POSTING HISTORY:**

SN	Organization	Place	MM/Year(from)	MM/Year(to)
1				
2				
3				

(Rows may be added/deleted)

10. **ACHIEVEMENTS AND AWARDS, IF ANY:**

i.

(Rows may be added/deleted)

11. **REFERENCES (Please provide two references):**

SN	Name	Complete Address	E-mail, Mobile and Landline
1			
2			

12. **ANY OTHER RELEVANT INFORMATION / MEDICAL CONSTRAINTS (Self or Family), if any:**

It is certified that particulars furnished above are correct and no disciplinary case is either pending or contemplated against me and no penalty, major/minor, have been imposed.

PLACE:

SIGNATURE :

DATE:

NAME :

Note: The afore-mentioned service particulars are to be verified/certified by the Competent Forwarding Authority, along with Vigilance Status, PAR/ACR ratings/marks (last 3 years) and separability timelines.