

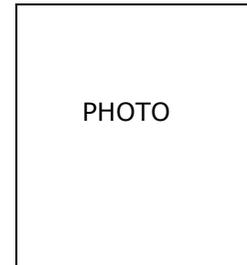
**APPLICATION FOR RECRUITMENT OF MERITORIOUS SPORTS PERSONS
IN INCOME-TAX DEPARTMENT IN ANDHRA PRADESH & TELANGANA**

(Candidates should read the Terms and Conditions and Instructions carefully before filling up the application form. Furnishing of incorrect or incomplete or false information will lead to cancellation of the candidature)

Post applied for:

Inspector	Tax Assistant	Stenographer	MTS

(Please tick (√) against box for which applied. Please put (X) against the box not applied for. If a box is kept vacant, it would be deemed to have marked (X) against the same)



Full Name (in Block Letters)		
Father's Name		
Gender (Male/Female)		
Permanent Residential Address		
Address for Communication		
Date of Birth (enclose copy of SSC certification)		
Category (UR/OBC/SC/ST/EWS) (enclose copy of caste certificate in case of OBC/SC/ST and certificate of an officer of not below the rank of Tahsildar in case of EWS)		
Educational qualification(s) (enclose copy of certificate)		
Details of present employment, if any including address of the employer	Name and address of the employer	
	Designation	
	Date from which continuously working	

Name of the sport/ game participated (details as per annexure-A)	
E-mail ID	
Contact Phone/ Mobile No.	
Details of fee paid	

Date:

(SIGNATURE OF THE APPLICANT)

DECLARATION

I declare that I have not been debarred from any examination nor have been convicted by any court of law. As on date no criminal case is pending against me. Further, I declare that I have not been dismissed or removed from Government service or my service has not been terminated during probation.

I also declare that I have submitted only one application in response to this advertisement. I further declare that I have actually played in the tournaments mentioned in Annexure-A*

I also declare that all the statements made in this application and the annexures thereto are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information is found to be false or incorrect or incomplete, my candidature is liable to be cancelled at any time during the selection process and my appointment is liable to be terminated after selection.

Date:

(SIGNATURE OF THE APPLICANT)

(* Applicable only in respect of team events)

ANNEXURE-A**DETAILS OF PARTICIPATION IN SPORTS/ GAMES**

Sl.No	Date of Event	Place where event is held	Name of the tournament/event	Events participated	Position earned
Best three performances during the year 2018					
1					
2					
3					
Best three performances during the year 2017					
1					
2					
3					
Best three performances during the year 2016					
1					
2					
3					
Best three performances during the year 2015					
1					
2					
3					

Note:

- (1) Details of best three performances in the calendar years 2018,2017,2016 and 2015 only should be furnished.
- (2) Copies of certificates duly attested should be furnished.
- (3) Form No. 1/2/3/4/5 as per Annexure B/1 to B/5, as applicable duly certified by the Prescribed Authorities of the Sports Associations etc. should be furnished.

CHECK LIST

Sl. No	Details	Submitted/ enclosed (Yes or No or Not Applicable)
1	Application in the prescribed Proforma	
2	The candidate has marked (√) for the post applied for	
3	The candidate has marked (X) for the post NOT applied for	
4	Four passport size photographs (one affixed to the application and three attached to the application. The applicant should write his/her name on the back side of the three photographs)	
5	One self addressed post card	
6	Annexure A duly filled	
7	Attested copies of certificate in support of educational qualification	
8	Attested copy of the SSC/ Matriculation or equivalent certificate in support of age	
9	Attested copies of the sports/games certificates mentioned in Annexure-A	
10	Form - 1 to 5 as per annexure B/1 to B/5 as applicable, certified by the Prescribed Authorities of Sports Associations etc.	
11	Attested copy of the caste certificate /EWS	
12	NOC from employer	
13	Demand draft/ Banker's cheque for fee paid	
14	The candidate has signed the application at two places	
15	The candidate has signed the Annexure - A	

FORM — I

(For representing India in an International Competition in one of the recognized Games/Sports)

National federation /National Association of

Certificate to a meritorious sportsman for employment to Group- C & Group- D services under the Central Government.

Certified that Shri/Smt/Kum..... Son /Wife/Daughter of Shri..... resident of(complete postal address) represented the country in the game/event of..... in..... competition/ tournament held at..... from..... to.....

The position obtained by the individual/team in the above said competition/tournament was.....

The Certificate is being given on the basis of record available in the office of National Federation/National Association of.....

Place.....

Date.....

Signature

Name

Designation

Name of the Federation/
National Association

Address... ..

Seal.....

Note: This certificate will be valid only when signed personally by the Secretary, National Federation/ National Association.

FORM — 2

(For representing a State in India in a National Competition in one of the recognized Games/Sports)

State Association of..... in the game /sport of
.....

Certificate to a meritorious sportsman for employment to Group- C & Group- D services under the Central Government.

Certified that Shri/Smt/Kum.....

Son/wife/daughter of Shri..... resident
of..... (Complete postal
address) represented the State of..... in the game/event of
.....in the National Competition/Tournament held at
.....from.....to.....

The position obtained by the individual/team in the above said competition/tournament was
.....

The Certificate is being given on the basis of record available in the office of State
Association of.....

Place.....

Date.....

Signature

Name

Designation

Name of the State

Association

Seal

Note : This certificate will be valid only when signed personally by the Secretary of the State
Association.

FORM - 3

(For representing a University in the Inter University Competition in one of the recognized Games/Sports)

University of.....

Certificate to a meritorious sportsman for employment to Group- C & Group- D services under the Central Government.

Certified that Shri/Smt/Kum.....

Son/wife/daughter of Shri..... Resident of..... (complete postal address) represented the University of.....in the game/event of.....in the Inter-University Competition/Tournament held at..... from.....to

.....

The position obtained by the individual/team in the above said competition/tournament was

.....

The Certificate is being given on the basis of record available in the office of Dean of Sports or Officer in overall charge of sports in the University of.....

Place.....

Date.....

Signature

Name

Designation

Name of the University

Address

Seal

Note:This certificate will be valid only when signed personally by the Dean/Director or other officer in overall charge of sports in the University of.....

FORM — 4

(For representing a State School Team in the National Games for Schools in one of the recognized Games/Sports).

Directorate of Public Instructions/Education of the State of.....

Certificate to a meritorious sportsman for employment to Group- C & Group- D services under the Central Government.

Certified that Shri/Smt/Kum.....

Son/wife/daughter of Shri..... Resident of

(Complete postal address) represented the..... State School Team in the game/event of..... in the National Games for Schools held at fromto.....

The position obtained by the individual/team in the above said competition/tournament was

The Certificate is being given on the basis of record available in the office of Directorate of Public Instructions/Education of.....

Place.....

Date

Signature

Name

Designation

Address

Seal

Note: This certificate will be valid only when signed personally by the Director or Additional/Joint or Deputy Director in overall charge of sports/games/for Schools in the Directorate of Public Instruction/Education of the State.

FORM — 5

(For the awardees in Physical Efficiency performances conducted by the Ministry of Education & Social Welfare)

Government of India/Ministry of Education & Social Welfare/Department of Youth Affairs & Sports

Certificate to a meritorious sportsman for employment to Group- C & Group- D services under the Central Government.

Certified that Shri/Smt/Kum.....
Son/wife/daughter of Shri..... resident of
.....
(Complete postal address) represented the..... School team in the
game/event ofin the National Competition held at.....
from..... to.....

The Certificate is being given on the basis of record available in the Ministry of Education and Social Welfare.

Place.....

Date.....

Signature

Name

Designation

Address

Seal

Note: This certificate will be valid only when signed personally by the Secretary or other Officer in overall charge of Physical Efficiency in the Ministry of Education and Social Welfare.

**RECRUITMENT OF MERITORIOUS SPORTS PERSONS IN
INCOME-TAX DEPARTMENT, AP REGION**
Terms and Conditions

1. The application should be strictly as per the proforma prescribed.
2. The application should be filled up in **Block Letters** in English using ink pen or ballpoint pen preferably black/blue ink.
3. The applicant should clearly indicate the post to which he/she is applying for by marking (√) in the appropriate box mentioned in the application form. In case he/she is applying for more than one post, he/she should place (√) in the respective boxes. Failure to indicate the post(s) will make his/her application liable for rejection without any further correspondence. Only one application should be submitted by a candidate. **If any candidate submits more than one application, all the applications will be summarily rejected.**
4. The applicant should submit his/her 4 recent passport size colour photographs. 1 photograph should be affixed in the space provided in the application and the remaining 3 photographs should be attached to the application after writing the name of the candidate on the back side of the photograph.
5. One self addressed post card should be enclosed.
6. Annexure-A should be properly filled up and attached to the application.
7. The under-mentioned Forms duly filled up and signed by the respective Sports Authorities as mentioned in the Forms should be submitted along with the application.
 - (i) Form-1(Annexure B/1) for representing India in an International competition.
 - (ii) Form-2(Annexure B/2) for representing a State in a national competition
 - (iii) Form-3 (Annexure B/3) for representing University in the Inter-University Competition
 - (iv) Form-4 (Annexure B/4) for representing State School Team in National Games for Schools.
 - (v) Form-5 (Annexure B/5) for awardees in physical efficiency performances conducted by Ministry of Education and Social Welfare/Youth affairs.
8. The application should be accompanied by fee of Rs 100/- payable by way of Demand Draft in favour of “ZAO, CBDT, Hyderabad”. However, candidates belonging to SC/ST/women are exempt from payment of fee.

9. Age and education qualifications for different posts are as under:

Post	Age (Minimum – Maximum) as on 01-01-2019	Education qualifications
Inspector of Income Tax	18 - 30 years i.e., He/she must have been born not earlier than 01.01.1988 and not later than 31.12.2000	Graduation from a recognized University
Tax Assistants (TA)	18 – 27 years i.e.,He/she must have been born not earlier than 01.01.1991 and not later than 31.12.2000	Graduation from a recognized University
Stenographer English) Grade-II (PB-I)	18 – 27 years i.e.,He/she must have been born not earlier than 01.01.1991 and not later than 31.12.2000.	10+2 or equivalent from a recognized Board or University
Multi Tasking Staff (MTS)	18- 25 years i.e.,He/she must have been born not earlier than 01.01.1993 and not later than 31.12.2000.	Matriculation or equivalent

The age limits will be reckoned as on 01-01-2019. The candidate should note that the date of birth as recorded in the Matriculation/SSC or equivalent certificate will only be accepted as proof of age. The upper age limit is relaxed as under for different categories as per Government of India's instructions:

- (a) Unreserved candidates : 5 years
 (b) OBC Candidates : 8 years
 (c) SC/ST Candidates : 10 years

10. The candidates should also possess the required educational qualifications as on 01-01-2019.

11. The number of vacancies proposed to be filled are as under :

Post	No. of vacancies
Inspector of Income Tax	2
Tax Assistants (TA)	8
Stenographer Gr.II(PB-I)	2
Multi Tasking Staff (MTS)	9

12. It is proposed to recruit meritorious sports persons who have participated in recognized tournaments/meets in the under mentioned sports/games in the calendar years 2018, 2017, 2016 and 2015. The details of sports/games and the vacancies earmarked are as under:-

SL NO	GAME	MEN	WOMEN	TOTAL
1	VOLLEYBALL	2	--	2
2	BASKET BALL	2	--	2
3	CRICKET	2	--	2
4	KABADDI	2	--	2
5	ALTHETICS (Running – Long Distance)	1	1	2
6	ALTHETICS (Running – Others)	1	1	2
7	TENNIS	1	--	1
8	BADMINTON	1	1	2
9	TABLE TENNIS	1	1	2
10	CARROMS	1	--	1
11	HOCKEY	2	--	2
12	GYMNASTICS	--	1	1
			TOTAL	21

13. The recruitment process will be in a single phase.

- (a) The applicants will be ranked, as per their option of the post applied for, based on their current form and achievements in sports and games.
- (b) It is clarified that field trials, etc will be conducted, as mentioned in Para-16 to check the fitness levels of the candidates and these tests will be for testing the current fitness. The performance in the field trials will also count for ranking purpose. However, the candidates who are not found fit in the field trials will not be considered for appointment.
- (c) The current form will be evaluated based on the year of participation in recognized tournaments/events in the calendar years 2018, 2017, 2016 and 2015 for which details should be furnished as per Annexure-A. It is essential that the sportsperson is actively participating in the sports as on the date of Advertisement
- (d) The proficiency will be evaluated on the basis of their participation in recognized tournaments/events and their achievements in the said tournaments/events. The tournaments/events will be evaluated in the following descending order of importance:
- i) International Tournaments/Events of universal importance like Olympics, World games, etc. with the clearance of Department of Youth Affairs and Sports.
 - ii) International Tournaments/Events of Regional Importance like Asian Games, Commonwealth Games, Afro-Asian Games, etc.
 - iii) Other International Tournaments/Events of local importance.
 - iv) Domestic Tournaments/Events of National Level of Seniors like National Games, National Federation Games, Ranji Trophy, etc.

- v) Domestic Tournaments/Events of National Level of Juniors.
 - vi) Inter-University Tournaments.
 - vii) National School Games.
 - viii) National Physical efficiency drive certificate holders.
- (e) While evaluating the achievements in the Tournaments/Events as mentioned above, Gold Medal winners/1st Place winners will have more weightage than Silver Medal Winners/2nd place winners. Similarly Silver Medal Winners/2nd place winners will have more weightage than Bronze Medal Winners/3rd place winners. Participants in International Tournaments/Events will also be given weightage even if they have not secured any place. However, no weightage will be given to only participation in Domestic Tournaments/Events.
- (f) While evaluating the performances of the sports persons in team events, if it is noticed that the concerned sports person has not actually played even a single game despite he being a member of the team, no weightage will be given to him.
- (g) The best three performances only in each of the calendar years 2018, 2017, 2016 and 2015 will be considered for evaluation. Hence all the applicants are advised to furnish, only their three best performances, in each of the above mentioned four years. These should be properly filled in Annexure-A of the application.
14. The candidates applying for Stenographer post will be required to take short-hand test in English. A dictation of 10 minutes @ 80 words per minute will be given to the candidate and he/she has to transcribe the same @ 50 words per minute in English. This test will be of qualifying nature and marks obtained in this test will not be counted for the purpose of ranking.
15. The candidates applying for Tax Assistants post will be required to pass computer Data Entry Skill Test by **making not less than 8000 key depressions per hour.**
16. The short listed candidates, as per their rankings in the recruitment process, will be required to appear for the field trials which will carry marks. In case any candidate is unable to take the fitness test for any reason whatsoever or having taken the test is not found fit, he would not be considered for appointment, despite his rank in the Select List.
17. The applicant should enclose attested copies of the following certificates.
- (i) Matriculation/SSC or equivalent certificate for proof of age
 - (ii) Education qualifications
 - (iii) Sports/games certificates as mentioned in Annexure-A
 - (iv) Caste certificate in proof of caste/Certificate from an officer of not below the rank of Tahsildar in case of EWS.
 - (v) Domicile certificate (for candidates domiciled in North Eastern States, Andaman & Nicobar, Lakshadweep and Jammu & Kashmir.)

18. Sports achievements certified by authorities other than those recognized by The Ministry of Sports and Youth Welfare shall not be considered.
19. Sports persons who are already employed in Central Government or State Government or PSU should submit an NOC from the present employer and the same should be enclosed to the application.
20. The applications duly filled in, signed and completed in all respects should be addressed to the Deputy Commissioner of Income-tax (HQrs) (Admn.), O/o. Principal Chief Commissioner of Income-tax, Andhra Pradesh & Telangana, Room No, 1022, B-Block, Income Tax Towers, AC Guards, Hyderabad-500004. The applications can be sent by post or in person. **The applications should reach the above address, by 13-09-2019 before 05.45 PM.** The applications in respect of applicants from Jammu & Kashmir, North Eastern Region, Lakshadweep and Andaman & Nicobar Islands should reach the above address by **20-09-2019** before 5.45 PM. **Applications received after the due dates will not be entertained under any circumstances. The Department will not be responsible for any postal delays.** Therefore, candidates are advised in their own interest to post the applications sufficiently in advance of the last date. Incomplete, unsigned and applications without annexures and enclosures will be rejected and no correspondence in the matter will be made with the applicant. For the convenience of the candidates a check list is also furnished which may be enclosed to the application.
21. The selected candidates will be on probation for 2 years or such period as per the extant instructions of the Government of India. **His/her participation in the tournament/meets on behalf of the Department will also be a deciding factor in the declaration of his/her probation.** These selected candidates will be required to represent the Income-tax Department, AP&TS Region, in the tournaments/meets as decided **at least for 5 years.** The selected candidates **will also be required to sign an undertaking that he/she would not seek inter-charge transfer for a period of 10 years.**
22. Any form of canvassing by any candidates will render his/her candidature liable to be rejected summarily at any stage of the recruitment process.