

## Instructions/Terms & Conditions

### RECRUITMENT OF MERITORIOUS SPORTS PERSONS IN THE OFFICE OF PRINCIPAL CHIEF COMMISSIONER OF INCOME TAX, RAJASTHAN, JAIPUR

The Pr. Chief Commissioner of Income Tax, Rajasthan, Jaipur, invites applications for recruitment of meritorious sportsperson in different games/sports. The eligibility conditions are as under-

#### 1. Eligibility Conditions:

1.1 The candidate must be a bonafide citizen of India.

#### 1.2 AGE & RELAXATION IN AGE:

(I) The candidate must have attained the age of 18 years & must not have attained the age of

30 years in case of Income-tax Inspector (ITI)  
27 years in case of Tax Assistant (TA) & Stenographer Grade- II, and  
25 years in case of Multi-Tasking Staff (MTS),

Eligibility of age will be calculated as on the last date of submission of online application form.

(II) Relaxation in upper age limit will be admissible as per Government of India's instructions for relaxation of upper age limit for Meritorious Sportsmen/Sportswomen for appointment in the Central Government. Relaxation of upper age limit will be provided upto:

(a) 5 years in case of Candidates belonging to Unreserved Category;

(b) 10 years in case of those belonging to Scheduled Castes/Scheduled Tribes.

**Note:** The upper age limit relaxation will be admissible only to those sports person who satisfies all other eligibility conditions related to education and sports qualifications and furnish a certificate in the form and from an authority prescribed in the instruction bearing no. 15012/3/84-Estt.(D) dated 12.11.1987 issued by Government of India.

#### 1.3 ESSENTIAL EDUCATIONAL QUALIFICATION:

Educational qualification required for the posts will be as under:

POST	Minimum Educational and Technical Qualification										
Inspector of Income-tax	Bachelor's Degree of recognized University or equivalent examination passed from a recognized University.										
Tax Assistant	(i) Bachelor's Degree of recognized University or equivalent										
	(ii) Having a data entry speed of 8000 key depression per hour with following cut-off error percentage in data entry speed test:										
	Category	S C	S T	OB C	E W S	ES M	OH	HH	VH	PWD- Others	U R
Cut-off on percentage of mistakes	7 %	7 %	7%	7 %	7%	10%	10%	10%	10%	5 %	

Stenographer Gr. II	(i) 12th standard or equivalent examination passed from a recognized Board or University. (ii) The candidates possess certificate of stenography from a recognized institution having speed of 50 words per minute (English) or 65 words per minute (Hindi). (iii) Dictation for 10 minutes in English or Hindi at the speed of 80 w.p.m. (iii) The matter will have to be transcribed on computer. The transcription time will be 65 (sixty-five) minutes for Hindi and 50 (fifty) minutes for English.
Multi-Tasking Staff	Matriculation or equivalent examination passed from a recognized Board.

Any candidate who has appeared in qualifying class examination is also eligible to apply for the relevant post, as applicable, but shall possess the certificate of having passed such examination on or before the last date of submission of online application form.

#### 1.4 **SPORTS ELIGIBILITY:-**

Proficiency will be evaluated with reference to the following criteria in descending order of preference:-

Sports person having represented:

- (i) A state or the country in a National or International Competition in any of the games/sports as mentioned at Para 4; or
- (ii) The University in the Inter-University Tournaments conducted by the Inter-University Sports board in any of the games/sports as mentioned in Para 4; or
- (iii) The State Schools Team in the national Sports/Games for schools conducted by All India School Federation in any of the games/sports as mentioned in Para 4; or
- (iv) Sportspersons who has been awarded National Awards in Physical efficiency under National Efficiency Drive as mentioned in Para 4.

#### 2. **List of preferred Games/Sports and vacancy against which recruitment is to be made:**

Recruitment under the sports quota will be made against following games:

S. No.	Name of Games	Vacancy(Tentative)
1	Basketball	04
2	Volleyball	04
3	Cricket	06
4	Kabaddi	04
5	Athletics	17
6	Shooting	03
7	Boxing	02
8	Wrestling	02
9	Lawn Tennis	02
10	Badminton	04
11	Table Tennis	03
12	Archery	02
13	Para Sports/Deaf Sports	02

**Note:-**The sports/game wise vacancies tabulated above are tentative and are subject to change depending upon the availability/non availability of suitable candidate/candidates in particular game/sports.

**3. Vacancy position with pay level for recruitment:**

Following vacancies are available for recruitment under sports quota:

S. No.	Cadre	Pay level as per 7 <sup>th</sup> CPC	Vacancies
1.	Inspector of Income-tax	Pay level-7(Rs. 44900-142400)	02
2.	Tax Assistant	Pay level-4(Rs. 25500-81100)	25
3.	Stenographer Gr. II	Pay level-4(Rs. 25500-81100)	02
4.	Multi Tasking Staff (MTS)	Pay level-1(Rs. 18000-56900)	26
<b>Total</b>			<b>55</b>

**4. Certificate Evaluation:** The certificate issued in respect of participation/performance in the last three years from the last date of submission of online application form shall only be considered.

(a) List of Authorities competent to award certificates on eligibility for recruitment of sport persons is as under:-

S.No	Competition	Authority awarding Certificate	Form in which certificate is to be awarded
1	International Competition	Secretary of the National Federation of the Game concerned. (Annexure A/1)	1
2	National Competition	Secretary of the National Federation or Secretary of the State Association of the Game Concerned. (Annexure A/2)	2
3	Inter-University Tournaments	Dean of sports or other officer in overall charge of sports of the University concerned (Annexure A/3)	3
4	National/Sports/Games for school	Director or Additional /Joint or Deputy Director in overall charge of sports instructions /Education of the State. (Annexure A/4)	4
5	Physical Efficiency Drive	Secretary or other officer in overall charge of Physical Efficiency in the Ministry of Education & Social Welfare Government of India. (Annexure A/5)	5

*Form 1, 2, 3, 4 & 5 as prescribed in DoPT OM no. 15012/3/84-Estt. (D) dated 12.11.1987.*

(b) The maximum marks for certificate would be 70. The marks for sports certificates shall be awarded as below -

S.No.	Certificate	Position	Marks
1.	Won medal in Individual or Team Event Represented country in Olympic Games (Summer) World Cup/World Championship/ Asian	1st position	70
		2nd position	67
		3rd position	64
		Any other	61

	Games/Commonwealth		
2.	Won medal in Individual or Team Event/Represented country in Asian Championship/ SAF Games	1st position	58
		2nd position	55
		3rd position	52
		Any other	49
3. Except Sr. No 1&2	Won medal in Individual or Team event/Participated in International School Championship/Asian School Championship/National Games/Senior National Championship/ Open National Athletic Championship /National Inter State Senior Athletic Championship/ Federation Cup/ National Senior Championship / National Cross Country Championship Games	1st position	46
		2nd position	43
		3rd position	40
		Any other	17
4.	Won medal in Individual or Team Event/Participated in Youth National Games/Youth National Championship/ Junior National Championship/Sub Junior National	1st position	34
		2nd position	31
		3rd position	28
		Any other	16
5.	Medal winner in The Individual or in Team Event National School games/ All India Inter University Games.	1st position	25
		2nd position	22
		3rd position	19

**Note:** In addition to above provision, it is clarified that only one certificate which carries maximum weightage will be entertained per candidate and no weightage would be provided to the other certificates in case an applicant has more than one certificate.

**5. Trial (30 Marks):**

The candidate shall be required to undergo a trial for the game/sport for which he/she is applying and will be assessed out of 30 marks. The trial shall be conducted with the advice and assistance of a Trial Committee, comprising of at least two NIS qualified coaches nominated by the Chairman of the Sports Selection Committee and a renowned player of the game, not working in Income Tax Department. The trial shall be conducted as per the rules for the sport established by the concerned National Sports Federation. The trial Committee shall assess the performance of the applicant on every technicality of the discipline in which he/she is being assessed.

**(a) Individual Events :-**

The candidates of each sport will be required to compete against each other in their discipline (in their respective weight category, if any) and would be awarded marks as below, based on positions obtained in the trials :-

Over all Position in Trial	Marks
First	30
Second	25
Third	22
Fourth	20
Fifth	18
Sixth	16

**Note:** *If in case sufficient applicants are not available for a specific discipline to conduct the Trial, the Selection Committee may summon players of that discipline who have not applied for the same to participate in the trial to facilitate the Trial Committee to assess the suitability of candidates. The Committee may decide a minimum benchmark to evaluate potential and strength of the candidate in a particular sport for trial irrespective of his/her earlier performance and possession of certificate of any level.*

**(b) Team Events:**

The trial shall be conducted by the Selection Committee within the parameters or rules laid down for conduct of the sport/games by the concerned National Sports Federation.

The candidate shall be required to score at least 50% marks (15 Marks out of 30) in the trial, failing which he/she shall not be considered for selection irrespective of his possession of certificate of any level.

**6. Merit list:**

Sports/Games wise merit lists shall be prepared on the basis of total marks obtained by the candidates out of 100 marks. Candidates who fail to secure minimum of 40 marks in overall assessment out of 100 marks, shall not be considered eligible for inclusion in the merit list. The candidates applying for Tax Assistant & Stenographer Grade-II posts will be required to qualify the Data Entry Skill Test and Stenography Test as prescribed in para 1.3 above.

**Note:** (a) *If only one player is available for the trial in a particular weight / other specified category for an individual event, it does not entitle him for selection. Sports Selection Committee and Trial Committee will assess his/her calibre based on his/her sport techniques, skills and certificate evaluation, and award marks accordingly.*

(b) *The basis of selection will not be the position obtained in the individual event of any weight category/other specified category, but the position obtained in the sports-wise merit list.*

(c) *In case suitable candidates are not available in any of the above Games/Sports, the Department will reserve its right not to consider such games/sports and allot the vacancies reserved for such games/sport to any of the remaining games/sports in the list advertised or games notified by DoPT as per Annexure 'A' of O.M. No. 14015/1/76-Estt.(D) dated 04<sup>th</sup> August, 1980, Para 1 of O.M. No. 14034/4/85-Estt.(D) dated 18<sup>th</sup> September, 1985, Appendix*

to O.M. No. 14034/1/91-Estt.(D) dated 21<sup>st</sup> March, 1991 & Para 3 of O.M. No. 14034/1/2009-Estt. (D) dated 24<sup>th</sup> November, 2009.

A combined merit list of all the selected candidates shall be prepared based on total marks (certificate evaluation and trial) obtained by the candidate and the allotment of posts shall be done strictly as per merit cum preference basis.

#### 7. Selection of the Candidate:

(i) The applications will be scrutinized and only suitable candidates will be shortlisted for further selection process. The selection will be conducted through document verification, trials and skill / stenography test. The dates for the same would be intimated to the candidates separately.

(ii) Success in the above tests confers no right to appointment unless the department is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the post.

(iii) The candidate should possess the following certificates/documents at the time of filing of application form:

- (a) Matriculation / SSC or equivalent certificate for proof of age.
- (b) Certificates of Educational Qualifications.
- (c) Sports / Games certificates in the prescribed forms as mentioned in para 4 above.
- (d) Certificate of performance of latest participated event/games.
- (e) SC / ST Caste Certificate for proof of caste / age relaxation (if applicable).
- (f) NOC from current employer for those employed in Central Govt./State Govt./PSU
- (g) Aadhar Card / PAN Card / Voter ID Card / Driving Licenses or any other Government issued ID proof.

**NOTE:- The certificates/documents mentioned at (a) to (d) above are to be uploaded along with application form. The certificates/documents mentioned at (e) to (f) are to be produced during the document verification alongwith those mentioned at (a) to (d).**

(iv) Sports achievement certificates issued by authorities other than those recognized by the Ministry of Sports & Youth welfare shall not be considered.

(v) Candidate already working with Government of India/State Government/Public Sector Organizations will be required to submit a No Objection Certificate from the concerned employer, at the time to submission of application form. Applicants already working in the Income Tax department shall not be denied opportunity and shall be selected on merits considering it as a fresh recruitment.

(vi) The selected candidates will be on probation for two years or such period as per extant instructions of the Government of India. The selected candidates will be liable to be posted anywhere in Rajasthan Region. 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. The selected candidate will be required to represent the Rajasthan Region in the tournaments / meets for a minimum period of 5(Five) years. The selected candidates will also be required to sign an undertaking that he / she would not seek inter-charge transfer on loan basis / any other inter-charge policy the CBDT will notify in the future for a period of 10 (Ten) years.

(vii) Any form of canvassing by any candidate will render his / her candidature liable to be rejected summarily at any stage of the recruitment process.

(viii) Incomplete / incorrect applications without the required annexures will be rejected summarily and no correspondence in the matter will be made with the candidates.

(ix) In case, a candidate applies for more than one post then he / she will be considered for appointment in the following order subject to his / her eligibility for appoint to such posts:

- (a) Inspector of Income-tax
- (b) Tax Assistant
- (c) Stenographer Grade-II
- (d) Multi-Tasking Staff

#### **8. Medical Examination: -**

Immediately after the declaration of the selection list, candidates whose names appear in the selection panel list shall be required to undergo a Medical Test by a Government Medical Board. The Appointing Authority shall request the Chief Medical and Health Officer/Principal Medical Officer concerned to detail one or more medical officers, as required for this purpose.

***NOTE:** Refusal to undergo medical examination at any stage or absenting/ deserting oneself from the same will render the candidate unfit. A declaration is to be given by candidates in a proforma which will be provided to candidates at the time of Medical Examination regarding history or presence of diseases and treatment taken, if any, evidence of which is not readily obtainable during the medical examination. Any false declaration in this aspect, discovered later at any stage of service, will make the candidate liable for disciplinary action including termination from service.*

Candidates who are found temporarily unfit and whose defect can be rectified within six months as per the opinion of the Medical Officer shall be eligible for appointment after the said period provided they are found fit by Medical Board on subsequent examination. Candidates who fail to conform to the prescribe standards of medical fitness even on re-examination within stipulated time shall be declared medically unfit for appointment and their candidature shall stand cancelled.

#### **9. Document verification:**

The original certificates of documents as prescribed in in para 7(iii) shall be obtained from the candidates who are declared fit in the medical examination. These certificates shall be verified by the Appointing Authority and only those candidates whose documents are found genuine shall be eligible for appointment. After completion of verification process, the original certificates will be returned and photocopies shall be retained for maintaining record in service book.

Additionally, the Appointing Authority will also verify certificates of relevant sport and domicile.

#### **10. Character and Antecedents Verification:**

Candidates will be required to furnish a declaration (Verification Roll) and the contents of such declaration will be verified during the character verification.

Matters, related to disqualification due to incomplete information/ fraudulent documents etc., relating to character verification, shall be referred for decision to the Pr. Chief Commissioner of Income-Tax, Rajasthan, Jaipur.

***NOTE:** Norms prevalent at the time of conduct of character verification shall be applicable in deciding suitability of a candidate for appointment.*

**11. Appointment:**

Medically fit candidates, whose documents are found genuine and against whom nothing adverse has come to notice on verification of their character, shall be appointed strictly based on their merit, on probation of two years.

Upon selection, the candidate shall be required to furnish a bond as deemed fit by the appointing authority. Selected candidates will be required to give an undertaking not to apply for inter-charge transfer /or go on deputation or loan basis for a minimum period of 10 years.

If a candidate is disqualified on any ground or fails to join by the date given by the appointing authority, the candidate next in the merit list, in the order of merit, shall be eligible for appointment.

The candidate on appointment shall be liable for posting at any place in State of Rajasthan.

**12. Disqualification for appointment:**

A candidate shall be disqualified for appointment if his candidature is found violating the Recruitment Rules for that part.

Any candidate who is found to be guilty of impersonation or submitting fabricated documents, documents which have been tampered with suppressing material information e.g. concealing information about criminal cases pending against him/her, using or attempting to use unfair means during the examination otherwise resorting to any other irregular or improper means for obtaining admission in addition to rendering himself/ herself liable to criminal prosecution will be debarred either permanently or for a specified period by the Pr. Chief Commissioner of Income-Tax, Rajasthan, Jaipur for admission to any examination to be held under the provisions of these Rules.

His/her conduct may also be reported to the Central Government for similar action in respect of various services under the Central Government.

Candidates who have furnished wrong or have suppressed any information including those related to criminal cases, pending or disposed, when the said information is sought by appointing authority will not be eligible for appointment.

**13.** Services of the selected candidates as far as participation in sporting activities and leave management etc. shall strictly be subject to fulfilment of the conditions as enumerated in the DoPT's O.M. No. 6/1/85-Estt.(Pay-I) dated 16<sup>th</sup> July, 1985.

**14.** The Pr. Chief Commissioner of Income-tax, Rajasthan, Jaipur has right to cancel the recruitment process at any stage without assigning any reason.

**15.** In the event of any dispute/tie, the decision of Pr. Chief Commissioner of Income Tax, Rajasthan, Jaipur shall be final.

**16.** This recruitment is subject to applicable rules for Recruitment of Meritorious Sportspersons issued by the Government of India from time to time.



**17. HOW TO APPLY:**

The application forms and detailed eligibility criteria/qualification and other relevant requirements along with the procedure for submission of application is available on the official website <https://www.incometaxrajasthan.gov.in>. The willing and eligible candidates can file their application form in online mode by **16/01/2024(23.59 hours)**. **The candidate has to create SSO id, if not created already before filing of application form and no OTR fee is payable for this recruitment.**

  
(Sanjay Dhariwal)

Commissioner of Income-tax (Admn. & TPS)  
O/o Principal Chief Commissioner of Income-tax,  
Rajasthan, Jaipur.

## FORM-1

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

**NATIONAL FEDERATION/NATIONAL ASSOCIATION OF \_\_\_\_\_**  
**Certificate to meritorious sportsman for employment to Group 'C'**  
**services under the Central Government**

Certified that Shri/Smt./Kumari \_\_\_\_\_  
son/wife/daughter of Shri \_\_\_\_\_ resident of

\_\_\_\_\_ (complete address) represented the country in the game/event of  
\_\_\_\_\_ in the following competitions/tournaments -

S.No.	Year	Place	Name of the tournament/event	Events participated	Position earned
1.					
2.					
3.					
4.					
5.					

This certificate is being given on the basis of record available in theOffice of  
National Federation/National Association of \_\_\_\_\_.

Signature : \_\_\_\_\_

Place : \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Designation: \_\_\_\_\_

Name of Federation/

National Association: \_\_\_\_\_

Address: \_\_\_\_\_

Seal: \_\_\_\_\_

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

## FORM-2

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

STATE ASSOCIATION OF \_\_\_\_\_ IN THE GAME OF \_\_\_\_\_

**Certificate to meritorious sportsman for employment to Group 'C'**

**services under the Central Government**

Certified that Shri/Smt./Kumari \_\_\_\_\_  
son/wife/daughter of Shri \_\_\_\_\_ resident of \_\_\_\_\_

(Complete address) represented the state of \_\_\_\_\_ in  
the

game/event of \_\_\_\_\_ in the following competitions/tournaments

S.No.	Year	Place	Name of the tournament/event	Events participated	Position earned
1.					
2.					
3.					
4.					
5.					

This certificate is being given on the basis of record available in the Office of State Association of \_\_\_\_\_.

Signature : \_\_\_\_\_

Place : \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Designation: \_\_\_\_\_

Name of Federation/

State Association: \_\_\_\_\_

Address: \_\_\_\_\_

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 meritorious sportsman for employment to Group 'C'**  
**services under the Central Government**

Certified that Shri/Smt./Kumari \_\_\_\_\_  
son/wife/daughter of Shri \_\_\_\_\_ resident of \_\_\_\_\_

(Complete address) student of \_\_\_\_\_ represented the University of \_\_\_\_\_ in the game/event of \_\_\_\_\_ in the following Inter-University competitions/tournaments -

S.No.	Year	Place	Name of the tournament/event	Events participated	Position earned
1.					
2.					
3.					
4.					
5.					

This 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 \_\_\_\_\_.

Signature : \_\_\_\_\_

Place : \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

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 concerned University.

## FORM-4

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

**DIRECTORATE OF PUBLIC INSTRUCTIONS/EDUCATION OF THE STATE**  
**OF \_\_\_\_\_**

**Certificate to meritorious sportsman for employment to Group 'C'**  
**services under the Central Government**

Certified that Shri/Smt./Kumari \_\_\_\_\_  
son/wife/daughter of Shri \_\_\_\_\_ resident of

(Complete address) student of \_\_\_\_\_ represented  
the \_\_\_\_\_ State School Team in the game/event of  
\_\_\_\_\_ in the following National Games for Schools -

S.No.	Year	Place	Name of the tournament/event	Events participated	Position earned
1.					
2.					
3.					
4.					
5.					

This certificate is being given on the basis of record available in the Office of Directorate of Public Instructions/Education of \_\_\_\_\_.

Signature : \_\_\_\_\_

Place : \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Designation: \_\_\_\_\_

Address: \_\_\_\_\_

Seal: \_\_\_\_\_

Note : This certificate will be valid only when signed personally by the Director or Additional/Joint or Deputy Director overall in-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/DEPARTMENT OF YOUTH AFFAIRS AND SPORTS**

**Certificate to meritorious sportsman for employment to Group 'C'**

**services under the Central Government**

Certified that Shri/Smt./Kumari \_\_\_\_\_  
son/wife/daughter of Shri \_\_\_\_\_ resident of

(Complete address) student of \_\_\_\_\_ represented  
the \_\_\_\_\_ School team in the game/event of \_\_\_\_\_ at  
the following National Competitions -

S.No.	Year	Place	Name of the tournament/event	Events participated	Position earned
1.					
2.					
3.					
4.					
5.					

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

Signature : \_\_\_\_\_

Place : \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Designation: \_\_\_\_\_

Name of the University: \_\_\_\_\_

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.