

भारत सरकार
वाणिज्य और उद्योग मंत्रालय
विकास आयुक्त का कार्यालय
सीपज़ विशेष आर्थिक क्षेत्र
अंधेरी (पूर्व), मुंबई - 400096



Government of India
Ministry of Commerce & Industry
Office of the Development Commissioner
SEEPZ Special Economic Zone
Andheri (E), Mumbai - 400096

वेबसाइट: www.seepz.gov.in | ई-मेल: dcseepz-mah@nic.in | टेलीफोन: 022-28290856/28294700

F. No.: SEEPZ-SEZ/ADMIN/460/2015-16/Vol-X/13099 Date : 31.10.2025

VACANCY CIRCULAR

Applications are invited from willing and eligible candidates for filling up the following posts by appointment on deputation in the office of the Development Commissioner, SEEPZ Special Economic Zone, Mumbai. The descriptions of the post and eligibility conditions are as follows:

Sr. No.	Name & pay scale of the post	No. of posts	Eligible Conditions
1.	Superintendent (Rs.9300-34800/-) Grade Pay Rs. 4800/- equivalent to Level 8 of the Pay Matrix under 7 th CPC.	03 (Three)	(*) Officers(s) 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 Rs.6500-200-10500 pre-revised (Pay Band Rs.93400-34800 and Grade Pay Rs.4600) or equivalent in the parent cadre or department; and b. Possessing two years' experience in Excise or Customs procedural work.
2.	Preventive Officer (Rs.9300-34800/-) Grade Pay Rs. 4600/- equivalent to Level 7 of the Pay Matrix under 7 th CPC.	05 (Five)	(*) Officers(s) 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 Rs.4500-7000 pre-revised (Pay Band Rs.5200-20200 and Grade Pay Rs.2800) or equivalent in the parent cadre or department; and b. Possessing two years' experience in

			Excise or Customs procedural work.
3.	Examiner (Rs.9300-34800/-) Grade Pay Rs. 4600/- equivalent to Level 7 of the Pay Matrix under 7 th CPC.	02 (Two)	(*) Officers(s) 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 Rs.4500-7000 pre-revised (Pay Band Rs.5200-20200 and Grade Pay Rs.2800) or equivalent in the parent cadre or department; and b. Possessing two years' experience in Excise or Customs procedural work.

(*) As per DoPT's Clarification vide ID Note No. 1268489/2017-Estt. (Pay-II) dated 24.10.2017 a person in higher pay scale/grade pay on account of financial up-gradation under MACP/Non-Functional Up-gradation (NFU) or Non-Functional Selection Grade would become eligible for deputation to a post in the lower pay scale / grade pay of ex-cadre post equal to the pay scale/grade of his substantive post in his parent cadre. Further, in accordance with this Department's proposed guidelines on Deputation (Duty) Allowance, if the basic pay in the parent cadre has been upgraded on account of Non-Functional Up-gradation (NFU), MACP, NFSG etc., the upgraded basic pay under such up-gradations shall not be taken into account for the purpose of Deputation (Duty) Allowance. Accordingly, applicants who have got non-functional up-gradation in the scale of Level 9 (9300-34800+GP 5400/-) in parent department may also apply for the said post at Sl. No. 01 above, and if selected the fixation of salary on deputation basis will be accorded as per above clarification.

(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/Department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of application.)

2. Tenure of deputation normally is **3 (Three)** years as per DOPT's guidelines.

3. The deputation rules, regulations and provisions 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 the lower grade pay / scale in terms of DOPT O.M. No. 6/8/2009-Estt (Pay II) dt.17.06.2010.

4. The officers selected will be entitled to transfer T.A and joining time in accordance with the Rules of the Government of India in force.

5. Application on proforma (Annexure-I) of eligible and willing officers who could be relieved in the event of selection along with following documents may be submitted through proper channel:

a) Copy of APARs for the last five years duly attested by the competent authority are mandatory applies for the said post at Sl. No. 01 above. And copy of APARs for the last five years is desirable, if not, 02 years APARs duly attested by the competent authority are mandatory applies for the said post at Sl No 02 and 03 above.

b) The Officers in the Cadre of Examiners/CGST Inspectors are also eligible and may apply for the said post at Sl. No. 02 above.

c) Vigilance clearance Certificate,

d) Integrity Certificate,

e) Details of penalty if any imposed during last 10 years any proceedings pending contemplated.

6. The application shall be considered only after receipt through proper channel.

7. Application found incomplete and in absence of above requirements will not be entertained.

8. Number of post(s) and station of posting may differ depending upon actual requirement at the time of selection and DC, SEEPZ reserves the right to modify and/or withdraw the vacancy circular at any time without assigning any reasons.

9. The Application along with requisite documents may be forwarded to the following address:-

The Development Commissioner,
SEEPZ Special Economic Zone,
Government of India,
Ministry of Commerce & Industry,
SEEPZ Service Centre Building,
Andheri (E), Mumbai-400096.

10. The last date of receipt of names of suitable officers is **45 days** from the date of issue of the advertisement in the newspaper. Application received after the due date will not be considered.


31-10-25

(मयुर र. मानकर / Mayur R. Mankar)
संयुक्त विकास आयुक्त / Jt. Development Commissioner
सीपज़-सेज़, मुंबई / SEEPZ-SEZ, Mumbai

MAYUR R. MANKAR
संयुक्त विकास आयुक्त
Joint Development Commissioner
सीपज़-सेज़, मुंबई - 96
SEEPZ-SEZ, Mumbai - 96

ANNEXURE-1

BIO DATA

1	Name and office address (In Block Letters)					
2	Date of Birth					
3	Date of retirement under Central/State Government Rules					
4	Educational Qualification					
5	Present Basic Pay					
6	Post held on regular basis with Scale of pay (pre-revised) and date of appointment there to the regular basis					
7	Permanent post held with Scale of Pay (pre-revised) and date of confirmation					
8	Details of Employment in Chronological order (enclosed a Separate sheet, duly authenticated by your signature, if the space below is not sufficient):					
Sl No.	Name of the Office / Organization	Post held	From	To	Scale of pay and Basic Pay	Nature of Duties
1	2	3	4	5	6	7
9	Nature of Present employment i.e. whether adhoc or temporary or permanent					
10	In case of the Present employment is held on deputation basis; please state; (a) Date of appointment to the present post (b) Period of appointment on deputation (c) Name of the parent office / organization to which you belong					
11	Additional details about present employment. Please state whether working under; (a) Central Government					

	(b) State Government (c) Autonomous Organization (d) Government Undertaking (e) University	
12	Additional information if any, which you would like to mention in, support of your suitability for post (Enclose a separate sheet, if space is not sufficient)	
13	Whether belongs to SC/ST	

Place : _____

Date : _____

Signature of Candidate

Address @:

Phone (O)

Mobile No. :

E-mail :

(Countersigned)

(Employer)