



मुंबई सीमाशुल्क अंचल - I
Mumbai Customs Zone - I
प्रधान आयुक्त सीमाशुल्क (सामान्य) का कार्यालय
Office of the Principal Commissioner of Customs (General)
नवीन सीमाशुल्क भवन, बेलाई इस्टेट, मुंबई
New Custom House, Ballard Estate, Mumbai,
Maharashtra - 400 001
Telephone - 022-22757736 / 7422
E-mail: p.estt-mum-cus-zone1@gov.in



Date:- 12-09-2025

Circular NO. 64/2025

It is proposed to fill up some regular posts in the grade of Tax Assistant for the vacancy year 2026 (from 01.01.2026 to 31.12.2026) by way of conducting Regular DPC. Therefore, willingness is called from the below mentioned candidates fulfilling the eligibility conditions mentioned in the Recruitment Rules of Tax Assistant notified vide G.S.R. 785(E) dated 20.10.2022.

"Lower Division Clerks in level-2 (Rs.19900-63200) in the pay matrix and Head Havaldar in level-2 (Rs.19900-63200) in the Pay Matrix who have rendered eight years of regular service in the grade failing which, -

- (a) eleven years of combined service in Grade of Lower Division Clerk and Multi-Tasking Staff, or;**
- (b) eleven years of combined service in the Grade of Head Havaldar, Havaldar and Multi-Tasking Staff, or;**
- (c) eleven years of combined service in the Grade of Lower Division Clerk, Havaldar and Multi-Tasking Staff shall be taken into consideration-**

and shall possess the following qualification and experience, namely: - Data Entry Speed of 8000 key depression per hour for data entry work and passed in Departmental Qualifying Examination to be held after a three-week training.

ii. It may be noted that the applications/willingness received in response to this particular circular will be considered only for the above said posts. All earlier willingness submitted to the department, will not be considered.

iii. The willingness for promotion to the grade of Tax Assistant alongwith copy of requisite Training Certificate should reach the undersigned on or before 22.09.2025. Applications received after the aforesaid last date will not be entertained.

iv. All supervisory heads are requested to bring this Circular to the notice of all concerned.

This issues with the approval of the Commissioner of Customs (General), Mumbai - I

BIPIN SUDHAKAR JADHAV
Assistant Commissioner of Customs,
Mumbai Customs Zone -I (P&E)
New Customs House

NB: It will be the sole responsibility of the concerned department to bring this circular to the notice of the concerned officers including those on leave.

Copy To:

- 1.The Pr. Chief/Commissioner of Customs, Mumbai Zone-I,II &III.
- 2.The Pr. Commissioner/Commissioner of Customs(Gen), Mumbai-Zone-I,II &III.
3. The Supdt. of Customs, Group “C” Office.
4. The Dy. Commissioner of Customs, EDI, Mumbai for uploading on the website.
5. Notice Board.
6. Office Record.