



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, बेलार्ड इस्टेट, मुंबई
New Custom House, Ballard Estate, Mumbai,
Maharashtra - 400 001

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FNNo.

Date 07-2026

CIRCULAR No. 46 / 2026

Subject: Fixing of dates of document verification, medical examination and physical test of selected candidates recommended by the Staff Selection Commission (SSC) for the post of Executive Assistant/ Tax Assistant on the basis of result of Combined Graduate Level Examination 2025-reg.

It is informed that the Central Board of Indirect Taxes and Customs (CBIC), New Delhi vide letter No. CBIC-10A12/1/2025-Ad-IIIB Section-CBEC dated 03.07.2026 has considered 42 candidates for appointment to the post of Executive Assistants and 67 candidates to the Post of Tax Assistants in Mumbai Customs (Annexure - I) based on the results of the Combined Graduate Level Examination, 2025, conducted by the Staff Selection Commission (SSC). Before issuance of offer of appointment, the candidates are required to comply all the necessary formalities / requirements as mentioned herewith.

2. The list of candidates who have been recommended for appointment by Staff Selection Commission (SSC) on the basis of result of Combined Graduate Level Examination-2025 and in respect of whom schedule for document verification (DV), medical examination have been fixed is enclosed herewith as **Annexure-I**.
3. The candidates are required to report to the **Personnel & Establishment Section (Ministerial), 2nd Floor, Old Bldg., New Custom House, Ballard Estate, Mumbai - 400 001** at 10.00 A. M. for **document verification** as per scheduled dates.
4. The candidates are required to report to **the Dean/Superintendent, St. George Hospital, near Chhatrapati Shivaji Maharaj Terminus, Chhatrapati Shivaji Terminus Area, Fort, Mumbai, Maharashtra 400001** at 8.30 A.M for Medical Test along with Medical Statement & Declaration form (two sets) and 04 recent photographs, as per their schedule dates. The candidates are informed that the process of medical examination may take more than one day and are advised to plan accordingly.
5. The candidates should bring the following documents /Certificates (in original) in the prescribed format within the cut-off date specified in the Notice of Combined Graduate Level Examination-2025, along with self-attested photocopy of each (Four Sets) at the time of document verification as per their schedule dates:
 - a. Attestation Form (12 pages) duly filled up in quadruplicate (four sets) (all in original with recent photograph) (format enclosed as **Annexure II**).
 - b. Candidate's Medical Statement and Declaration (02 pages) (format enclosed as **Annexure III**).
 - c. Mark Sheets and Passing Certificates related to educational qualifications from Std. 10th to Graduation Degree.
 - d. Proof of Age (School Leaving Certificate/High School Certificate showing the Date of Birth).
 - e. Domicile Certificate.
 - f. Certificate in case of Person with disabilities (Divyangjan) candidate.

- g. Character Certificate from two gazetted officers of the Central or State Government or Stipendiary Magistrates. (3 sets in original for minimum 2 years)
 - h. Identity Certificate from a Gazetted officer of the Central or State Government or Stipendiary Magistrates. (3 sets in original for minimum 2 years)
 - i. Service Leaving Certificate/ Discharge book of Ex-Serviceman (if applicable to the candidate).
 - j. If belonging to SC/ST/OBC category, valid caste certificate issued in the Central Government format by the competent authority in this regard.
 - k. Income and Assets Certificate for EWS category candidate.
 - l. If a candidate is a Central/State Government employee, he/she directed to obtain vigilance clearance & no objection certificate / character certificate (original/attested copy) from the present employer and bring all these documents through proper channel at the time of Document Verification.
 - m. Aadhar Card and PAN Card.
 - n. 5 recent passport size photographs.
6. It is also intimated that Medical & Document Verification may take 02 – 03 extra working days. All the necessary expenses and arrangements regarding boarding and lodging have to be borne by the candidate.
7. In the event of not reporting on the scheduled date, it shall be presumed that the candidate is not interested in accepting the offer of appointment in the department and accordingly his/her nomination shall be treated as cancelled. The request for any change of dates shall not be entertained.
8. Separate intimation to the candidates is being dispatched by Registered Post & Email. The candidates may attend the physical standard/tests on the dates mentioned against their names even in case they do not receive the dispatched copies of intimation letters. The candidates may download the enclosed attestation forms and submit the duly filled in forms at the time of attending Document Verification. All forms along with this notice may be downloaded from <http://mumbaicustomszone1.gov.in/>. In the event of unavoidable circumstances, the Document Verification/Physical Test may be postponed/rescheduled. Accordingly, candidates are advised to keep checking the website of Mumbai Customs Zone-I and their individual email.

This issues with the approval of Competent Authority.

Digitally signed by
Mahesh Sharad Bhalerao
Date: 16-07-2026
10:59:41

MAHESH SHARAD BHALERAO
Assistant Commissioner of Customs
Personnel & Establishment Section, New
Custom House, Mumbai.

To

The Candidates (As per the list enclosed as Annexure-I) Enclosures:

Annexure-I

Annexure-II (Attestation-Form along with Character & Identity Certificate)

Annexure-III (Medical Statement and Declaration)

Copy to:

DC/EDI with request to upload the same on Mumbai Customs Zone-I official website.

Sr. No	Name of the Candidate	Roll No.	Gender	Rank	Post Allotted	Date of Medical examination	Date of Document Verification	Venue For Medical Examination
1	SHWETA	2201335062	Female	7305	Executive Assistant	06.08.2026	05.08.2026	St. George Hospital
2	BHAWNA RAJPUT	2201144595	Female	7536	Executive Assistant	06.08.2026	05.08.2026	
3	VARNIKA TYAGI	2201279484	Female	7551	Executive Assistant	06.08.2026	05.08.2026	
4	SURAVI CHATTERJEE	8601052276	Female	7599	Executive Assistant	06.08.2026	05.08.2026	
5	PURNIMA SINGH	3007003814	Female	7623	Executive Assistant	06.08.2026	05.08.2026	
6	SNEHA GUPTA	3009023132	Female	7826	Executive Assistant	06.08.2026	05.08.2026	
7	NIHARIKA	2201048494	Female	8098	Executive Assistant	06.08.2026	05.08.2026	
8	SAPANA	2405083386	Female	8258	Executive Assistant	06.08.2026	05.08.2026	
9	SWEJAL SINGH	3010071655	Female	8292	Executive Assistant	06.08.2026	05.08.2026	
10	DEEPA BHARTI	8601113404	Female	11902	Executive Assistant	06.08.2026	05.08.2026	
11	JAMBHULKAR SONAM RAVINDRA	7205004966	Female	12054	Executive Assistant	06.08.2026	05.08.2026	
12	GITI KRISHNA SWAIN	4605005569	Female	14438	Executive Assistant	06.08.2026	05.08.2026	
13	VARSHA	7204025254	Female	9991	Tax Assistant	06.08.2026	05.08.2026	
14	DIVYA GUPTA	3009005959	Female	11307	Tax Assistant	06.08.2026	05.08.2026	
15	SAMRIDHI KHANNA	2201220666	Female	11326	Tax Assistant	06.08.2026	05.08.2026	
16	NUPUR	2201051149	Female	11375	Tax Assistant	06.08.2026	05.08.2026	
17	PRIYANKA	1601045543	Female	11401	Tax Assistant	06.08.2026	05.08.2026	
18	KRITIKA CHANCHAL	9001011435	Female	13177	Tax Assistant	06.08.2026	05.08.2026	
19	ANAMIKA	2201026069	Female	13270	Tax Assistant	06.08.2026	05.08.2026	
20	AKANKSHA SINHA	2201077494	Female	14495	Tax Assistant	06.08.2026	05.08.2026	
21	MANISH CHAUDHARY	2201314822	Male	6700	Executive Assistant	06.08.2026	05.08.2026	
22	TUSHAR KUMAR	2003009503	Male	6855	Executive Assistant	06.08.2026	05.08.2026	
23	AKSHAY KUMAR	2201208842	Male	7314	Executive Assistant	06.08.2026	05.08.2026	
24	PRASHANT CHAND	9005005762	Male	7606	Executive Assistant	06.08.2026	05.08.2026	
25	SAMARTH SHAHI	2002000830	Male	7632	Executive Assistant	06.08.2026	05.08.2026	
26	OMKAR SINGH	7204012437	Male	7647	Executive Assistant	06.08.2026	05.08.2026	
27	SACHIT SHARMA	1010004793	Male	7663	Executive Assistant	06.08.2026	05.08.2026	
28	PRATEEK GARG	2405034592	Male	7709	Executive Assistant	06.08.2026	05.08.2026	
29	VINAYAK KUMAR	7204033698	Male	7727	Executive Assistant	06.08.2026	05.08.2026	
30	RATHI ROHAN MAHENDRA	8601052938	Male	7749	Executive Assistant	06.08.2026	05.08.2026	

31	TUSHAL MAROO	2405076456	Male	7754	Executive Assistant	06.08.2026	05.08.2026	
32	PRIYAJEET SINGH	2201087465	Male	7770	Executive Assistant	06.08.2026	05.08.2026	
33	PANKAJ KUMAR	2411015490	Male	7785	Executive Assistant	06.08.2026	05.08.2026	
34	MAYANK GEHLOT	7002024217	Male	7792	Executive Assistant	06.08.2026	05.08.2026	
35	SAYAN BHOWMIK	8202003653	Male	7858	Executive Assistant	06.08.2026	05.08.2026	
36	SOMBIR	2201170599	Male	7888	Executive Assistant	06.08.2026	05.08.2026	
37	ANKIT YADAV	1402005698	Male	8120	Executive Assistant	07.08.2026	06.08.2026	
38	CHANDRABHAN SHERAWAT	2405005721	Male	8143	Executive Assistant	07.08.2026	06.08.2026	
39	PUSHPENDRA SINGH GURJAR	6005032079	Male	8165	Executive Assistant	07.08.2026	06.08.2026	
40	SHIVAM GUPTA	3005018099	Male	8181	Executive Assistant	07.08.2026	06.08.2026	
41	ARYAN KUMAR	3013062925	Male	8286	Executive Assistant	07.08.2026	06.08.2026	
42	AKASH MAZUMDER	5102004750	Male	12176	Executive Assistant	07.08.2026	06.08.2026	
43	AKASH KUMAR	3011017835	Male	12287	Executive Assistant	07.08.2026	06.08.2026	
44	PRASOON DIWAKAR	2201243658	Male	12349	Executive Assistant	07.08.2026	06.08.2026	
45	VIKAS	2201252491	Male	12480	Executive Assistant	07.08.2026	06.08.2026	
46	RAJ KUMAR LUKKED	2201131587	Male	12490	Executive Assistant	07.08.2026	06.08.2026	
47	AJIT SINGH MEENA	2405087489	Male	13370	Executive Assistant	07.08.2026	06.08.2026	
48	TUSHAR MEENA	2405001865	Male	13423	Executive Assistant	07.08.2026	06.08.2026	
49	SHUBHAM KUMAR	4206022004	Male	13926	Executive Assistant	07.08.2026	06.08.2026	
50	PUVVULA NIREIN SHRIRAAM	9001028398	Male	14682	Executive Assistant	07.08.2026	06.08.2026	
51	ADITYA DWARKANATH PATIL	7204031597	Male	10419	Tax Assistant	07.08.2026	06.08.2026	
52	HARSH VARDHAN SINGH	3003025482	Male	10984	Tax Assistant	07.08.2026	06.08.2026	
53	ZORE YASH SURYAKANT	7204026354	Male	11120	Tax Assistant	07.08.2026	06.08.2026	
54	DEEPAK SHARMA	6001007055	Male	11268	Tax Assistant	07.08.2026	06.08.2026	
55	NAVEEN KUMAWAT	7204020908	Male	11276	Tax Assistant	07.08.2026	06.08.2026	
56	ROHAN SINGH	7207016331	Male	11282	Tax Assistant	07.08.2026	06.08.2026	
57	SHEKHAR SUMAN	4404002967	Male	11297	Tax Assistant	07.08.2026	06.08.2026	
58	SUNDARAM KUMAR	2201154318	Male	11319	Tax Assistant	07.08.2026	06.08.2026	
59	TANK KASHYAP MULJIBHAI	7002027348	Male	11325	Tax Assistant	07.08.2026	06.08.2026	
60	BHIM SINGH	2404004933	Male	11331	Tax Assistant	07.08.2026	06.08.2026	
61	ASHUTOSH TIWARI	6014001741	Male	11343	Tax Assistant	07.08.2026	06.08.2026	
62	ANKIT TIWARI	9212003313	Male	11345	Tax Assistant	07.08.2026	06.08.2026	

63	ADITYA YADAV	2201344861	Male	11346	Tax Assistant	07.08.2026	06.08.2026
64	NITIN KUMAR	6001012625	Male	11354	Tax Assistant	07.08.2026	06.08.2026
65	RAJAT YADAV	3003004127	Male	11358	Tax Assistant	07.08.2026	06.08.2026
66	RAKESH KUMAR	3206020759	Male	11361	Tax Assistant	07.08.2026	06.08.2026
67	ABHISHEK SHARMA	3011036799	Male	11363	Tax Assistant	07.08.2026	06.08.2026
68	DURGESH MISHRA	3010040272	Male	11365	Tax Assistant	07.08.2026	06.08.2026
69	ATHARV DANDVATE	6006016911	Male	11378	Tax Assistant	07.08.2026	06.08.2026
70	KAMAL	2201145173	Male	11398	Tax Assistant	07.08.2026	06.08.2026
71	SHIVAM RATHEE	2201296969	Male	11399	Tax Assistant	07.08.2026	06.08.2026
72	RITIK TOMAR	2201213621	Male	11402	Tax Assistant	07.08.2026	06.08.2026
73	TEENA RAGHUWANSHI	6006033292	Male	11403	Tax Assistant	08.08.2026	07.08.2026
74	SHARAD VERMA	2201263265	Male	11496	Tax Assistant	08.08.2026	07.08.2026
75	SUNIL KUMAR	3009023972	Male	11498	Tax Assistant	08.08.2026	07.08.2026
76	MOHD ARSHAD	3010007443	Male	11505	Tax Assistant	08.08.2026	07.08.2026
77	RAVI SINGH	2201199586	Male	11512	Tax Assistant	08.08.2026	07.08.2026
78	AVIK SARKAR	5105028717	Male	13207	Tax Assistant	08.08.2026	07.08.2026
79	ABHISHEK KUMAR	7204027633	Male	13216	Tax Assistant	08.08.2026	07.08.2026
80	MESHRA ABHIJIT WAMAN	7205025767	Male	13231	Tax Assistant	08.08.2026	07.08.2026
81	BAGDE PARAG MAHENDRA	7205009952	Male	13254	Tax Assistant	08.08.2026	07.08.2026
82	TARUN KUMAR	3011013032	Male	13290	Tax Assistant	08.08.2026	07.08.2026
83	AMIT	6005000402	Male	13292	Tax Assistant	08.08.2026	07.08.2026
84	VISHNU KANT	3010076445	Male	13294	Tax Assistant	08.08.2026	07.08.2026
85	PRATHAM CHOUHAN	6006003351	Male	13296	Tax Assistant	08.08.2026	07.08.2026
86	SUBHASH KUMAR	4205043956	Male	13297	Tax Assistant	08.08.2026	07.08.2026
87	ABHIKET SONKAR	3009025647	Male	13299	Tax Assistant	08.08.2026	07.08.2026
88	PRITAM SARKAR	4410040909	Male	13303	Tax Assistant	08.08.2026	07.08.2026
89	HRITHIK SWAROOP	2201081293	Male	13304	Tax Assistant	08.08.2026	07.08.2026
90	KARTIK N MEENA	7002031485	Male	13354	Tax Assistant	08.08.2026	07.08.2026
91	ATUL BASUMATARY	5105024391	Male	13868	Tax Assistant	08.08.2026	07.08.2026
92	VIKAS MEENA	2405077640	Male	13873	Tax Assistant	08.08.2026	07.08.2026
93	AJAY SINGH MEENA	2405014784	Male	13884	Tax Assistant	08.08.2026	07.08.2026
94	SACHIN RATHOD	8601004052	Male	13888	Tax Assistant	08.08.2026	07.08.2026

95	GAURAV KUMAR MEENA	2405101107	Male	13905	Tax Assistant	08.08.2026	07.08.2026	
96	RAMAVATH JAYANTH RATHOD	8601033609	Male	13919	Tax Assistant	08.08.2026	07.08.2026	
97	BHANGRE GANESH BHAWKA	7204029230	Male	13928	Tax Assistant	08.08.2026	07.08.2026	
98	RAGHVENDRA SINGH TOLIA	7207015748	Male	13936	Tax Assistant	08.08.2026	07.08.2026	
99	SATISH KUMAR MEENA	2405122934	Male	13940	Tax Assistant	08.08.2026	07.08.2026	
100	HIMANSHU MEENA	2405044537	Male	13942	Tax Assistant	08.08.2026	07.08.2026	
101	KUNWAR KARAN SINGH	3010038862	Male	14060	Tax Assistant	08.08.2026	07.08.2026	
102	SAMARTH PUNDLIK	6006013028	Male	14204	Tax Assistant	08.08.2026	07.08.2026	
103	SANGRAM SHARMA	7204012045	Male	14469	Tax Assistant	08.08.2026	07.08.2026	
104	AMIT KUMAR	3011040659	Male	14617	Tax Assistant	08.08.2026	07.08.2026	
105	SHAILENDRA SINGH NEGI	2201041985	Male	14666	Tax Assistant	08.08.2026	07.08.2026	
106	AMRIT KUMAR	3206043871	Male	14670	Tax Assistant	08.08.2026	07.08.2026	
107	RAHUL KUMAR	3203016235	Male	14671	Tax Assistant	08.08.2026	07.08.2026	
108	PAWAN VISHWAKARMA	3003022167	Male	14730	Tax Assistant	08.08.2026	07.08.2026	
109	ADITYA SRIVASTAVA	4410028428	Male	14742	Tax Assistant	08.08.2026	07.08.2026	

ANNEXURE - II
ATTESTATION FORM

WARNING: 1. The furnishing of false information or suppression of any factual information in the Attestation Form would be a disqualification & is likely to render the candidate unfit for employment under the Government.

PLEASE AFFIX
YOUR RECENT
PASSPORT SIZE
PHOTOGRAPH

2. If detained, convicted, debarred, etc., subsequent to the completion and submission of this form the details should be communicated to the Staff Selection Commission or the authority to whom the Attestation Form has been sent earlier, as the case may be, failing which it will be deemed to be suppression of factual information.

3. If the fact that false information has been furnished or that there has been suppression of any factual information in the attestation form comes to notice at any time during the service of a person, his services would be liable to be terminated.

1. (a) Name in full (IN BLOCK / SURNAME NAME FATHER'S NAME
CAPITAL LETTERS) with
aliases if any:

(b) Please indicate if you have
added or dropped in at any
stage any part of your name
or surname.

2. Present address in full,
(i.e. Village, Thana & Dist.
or House No., Lane/Street/
Road & Town) & name of
Dist. Headquarters.

3. (a) Home address in full (i.e. Village,
Thana & Dist., or House No.
Lane/Street/Road & Town) &
Name of Dist. Headquarters.

(b) If originally a resident of
Pakistan, the address in that
Country and the date of
Migration to Indian Union.

4 (a) Particular of places (with periods of residences) where you have resided for more than one year at a time during the preceding five years. In case of stay abroad (Including Pakistan) particulars of all places where you have resided for more than one year after attaining the age of 21 years, should be given: -

FROM	TO	Residential address in full (i.e. Village, Thana & Dist. Or House No. Lane/ Street/Road & Town)	Name of the Dist., Headquarters of the place mentioned in the preceding column.

(b) Name	Nationality (by birth & or by Domicile)	Place of Birth	Occupation (if employed give designation & official address)	Present postal Address (If dead give last address)	Permanent Home address.
i. Father's name					
ii. Mother's name					
iii. Wife's / Husband's name					
iv. brother(s) name					
v. Sister(s) name					

5. Information to be furnished with regards to Son(s) and or Daughter(s) in case they are studying / living in a foreign country:

Name	Nationality (By birth & By domicile)	Country in which studying / living with full address	Date from which studying / living in the country mentioned In previous column
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6. Nationality :

7. (a) Date of Birth :
(b) Present age :
(c) Age at Matriculation :

8. (a) Place of Birth, Distt. & State :
in which situated

- (b) Distt. & State to which you :
Belong

- (c) Distt. & State to which your :
Father originally belongs

9. (a) Your Religion :
(b) Are you a member of a Scheduled
Caste/Scheduled Tribes? Answer :
“Yes” or “No” & if the answer is
“Yes” state the name thereof. :

10. Education Qualification showing places of education, with years, in Schools & Colleges since the age of 15.

Name of School/ College with full Address.	Date of entering	Date of leaving	Examination passed
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11. (a) Are you holding or have at any time held an appointment under the Central or State Government or a Semi-Government or a private firm or institution? If so, give full particulars with dates of employment, up to date:

Period		Designation	Full name &	Reasons for leaving
From	To	Emoluments & Nature of work Handled	address of the Employer	previous service

11. (b) If the previous employment was under the Govt. of India / a State Govt./ An Undertaking owned or controlled by the Govt. of India or a State Govt./An Autonomous Body / University / Local Body. If you had left service on giving a month's notice under Rule-5 of the Central, Civil Services (Temporary Service) Rules, 1965 or any similar corresponding rules where any disciplinary proceedings framed against you, or had you been called upon to explain your conduct in any matter at the time you gave notice of termination of service, or at a subsequent date, before your services actually terminated: -

- | | |
|--|----------|
| 12(i)a. Have you ever been arrested? | Yes / No |
| b. Have you ever been prosecuted? | Yes / No |
| c. Have you ever been kept under detention? | Yes / No |
| d. Have you ever been fined by a Court of Law? | Yes / No |
| e. Have you ever been convicted by a Court of Law for any offence? | Yes / No |
| f. Have you ever been bound down? | Yes / No |
| g. Have you ever been debarred from any examination or rusticated by any University or any other Educational Authority / Institution? | Yes / No |
| h. Have you ever been debarred / disqualified by any Public Service Commission for any of its Examination / Selection? | Yes / No |
| i. Is any case pending against you in any Court of Law at the time of filling up these Attestation Forms? | Yes / No |
| j. Is any case pending against you in any University or any other Educational Authority / Institution at the time of filling up these Attestation Forms? | Yes / No |
| k. Whether discharged/ expelled/ withdrawn from any training/ institution Under the Government or otherwise? | Yes / No |

(ii) If the answer to any of the above mentioned questions is "Yes", give full particulars of the case / arrest / detention / fine / conviction / punishment, etc. and/ or the nature of the case pending in the Court/ University / Educational Authority, etc. at the time of filling up this Attestation Form:

- NOTE:** i. Please also see the ‘Warning’ at the top of this Attestation Form.
ii. Specific answers to each of the questions should be given striking out “Yes” or “No” as the case may be.

13. Names of two responsible persons of your locality or two references to whom you are known.

1. 2.

I certify that the foregoing information is correct and complete to the best of my knowledge and belief. I am not aware of any circumstances which might impair my fitness for employment under Government.

Signature of Candidate : _____
Date : _____
Place : _____
Mobile No. : _____

C H A R A C T E R C E R T I F I C A T E

Certified that I have known Shri / Smt. / Kum. _____
_____ son / daughter of Shri / Smt. _____
_____ for the last _____ years _____ months and
that to the best of my knowledge and belief he / she bears a reputable character and has no
antecedents which will render him / her unsuitable for Government employment.

Shri / Smt. / Kum. _____ is not related to me.

PLACE: _____
_____ GAZETTED OFFICER’S NAME & SIGNATURE

DATE : _____ DESIGNATION: _____

OFFICE ADDRESS:

I D E N T I T Y C E R T I F I C A T E

[Certificate to be signed by any one of the following (*) Competent Authorities]

Certified that I have known Shri / Smt. / Kum. _____

son / daughter/wife of Shri _____

for the last _____ years _____ months, who is residing at

_____ and it is also certified that the signatures and photograph attested below are of

Shri / Smt / Kum _____ . His / Her identification marks

are _____ .

**Recent
Photograph duly
attested by
Competent
Authority with
seal** (partly on
photograph and
partly on this
certificate)

(Signature of Candidate)

Name, Designation, Signature and Address
of the Competent Authority

PLACE: _____

DATE : _____

(*)

- i) Gazetted officers of Central or State Government.
- ii) Member of Parliament or State Legislature belonging to the Constituency where the candidate or his parent/guardian is ordinarily resident.
- iii) Sub-Divisional Magistrate/Officers.
- iv) Tehsildars or Naib/Deputy Tehsildars authorized to exercise Magistrate powers.
- v) Principal/Head Master of the recognized School/College/Institution where the candidate studied last.
- vi) Block Development Officer.
- vii) Post Master.
- viii) Panchayat Inspector.

C H A R A C T E R C E R T I F I C A T E

Certified that I have known Shri / Smt. / Kum. _____
_____son / daughter of Shri / Smt. _____
_____for the last _____years _____months and
that to the best of my knowledge and belief he/she bears a reputable character and has no
antecedents which will render him / her unsuitable for Government employment.

Shri / Smt. / Kum. _____is not related to me.

PLACE : _____

GAZETTED OFFICER'S NAME & SIGNATURE

DATE : _____

DESIGNATION: _____

OFFICE ADDRESS:

IDENTITY CERTIFICATE

(Certificate to be signed by anyone of the following)

- i. Gazetted officers of Central or State Government.
- ii. Members of Parliament or State Legislature belonging to the Constituency where the Candidate or his parent / guardian is ordinarily resident.
- iii. Sub-Divisional Magistrate / Officers.
- iv. Tehsildars or Naib / Deputy Tehsildars authorized to exercise Magistrate powers.
- v. Principal / Head Master of the recognized School / College / Institution where the candidate studied last.
- vi. Block Development Officer.
- vii. Post Master.
- viii. Panchayat Inspector.

Certified that, I have known Shri / Smt. / Kum. _____
 _____ Son / Daughter / Wife of
 Shri _____ for the last
 _____ years _____ months and that to the best of my knowledge and belief
 the particulars furnished by him / her are correct.

Place : _____ Signature of the candidate: _____

Date : _____ Signature,
Designation or Status
& Address :

TO BE FILLED BY THE OFFICE

- | | | |
|-----|--|--|
| i. | Name, Designation & full address:
of the Appointing Authority | Addl. Commissioner of Customs,
Personnel & Estt. Deptt.,
New Custom House, Ballard Estate,
Mumbai-400001 |
| ii. | Post for which the candidate is :
being considered | |

PERSONNEL & ESTT. DEPTT.,
New Custom House,
Ballard Estate,
MUMBAI – 400 001.

I hereby declare that,

I am a Citizen of India.

I was not a member of any unlawful organization.

I am not a member of any unlawful organization and I shall not take part in activities of any unlawful organization.

I have not been convicted by the Court of Law for any offence.

I shall not be a member of, or be otherwise associated with, any political party or any organization which take part in politics nor shall I take part in, subscribe in aid of, or assist in any other manner, any political movement or activity.

I further declare that I am **not** a member of Provincial Unit of Territorial Army.

I am unmarried / married. *

I take the appointment as _____ in Mumbai Custom House, on service conditions laid down in the Mumbai Custom House, Appointment Memo _____ dated _____.

I will produce the Domicile Certificate within a month of this date.

I accept the seniority in the cadre of Executive Assistant/ Tax Assistant in order of ranking assigned to me by the Selection Commission.

PLACE: _____

DATE : _____

SIGNATURE OF THE CANDIDATE

Note*- Please strike out which is not applicable

D E C L A R A T I O N

1. I, Shri / Smt. / Kum. _____
declare as under :-
- i. That I am unmarried / a widower / a widow.
 - ii. That I am married and have only one wife living.
 - iii. That I am married and my husband has no other living wife to the best of my knowledge.
 - iv. That I am married and have more than one wife living. Application for grant of exemption is enclosed.
 - v. That I am married to a person who has already one wife or more living. Application for grant of exemption is enclosed.
 - vi. I will not marry any woman / man having a living husband / wife without Government's consent.
- 2.** I solemnly affirm that the above declaration is true and I understand that in the event of the declaration being found to be incorrect after my appointment, I shall be liable to be dismissed from service.

DATE : _____ SIGNATURE _____

NOTE: Please delete the not applicable clauses.
** Applicable in the case of Clauses (i), (ii) & (iii) only.

VERIFICATION FORM FOR CANDIDATES UNDER CONSIDERATION FOR
APPOINTMENT TO A SUBORDINATE SERVICE UNDER THE GOVT. OF INDIA.

I, _____ a candidate for
the appointment to _____ hereby certify that my
answers to the following questions are correct.

a. Have you previously been employed by the Central or any Provincial Government?

NO / YES

Department or Office in which previously employed. Designation of appointment.
Reasons for termination of appointment.

b. Have you previously applied without success for any appointment under the Central
or a Provincial Government?

NO / YES

Department or office in which an appointment was sought. Designation of appointment applied for

I understand that if the above statement is false in any material respect my appointment is
liable to be terminated.

PLACE : _____

DATE : _____ SIGNATURE

INSTRUCTIONS TO BE FOLLOWED WHILE FILLING THE ATTESTATION FORM

1. Please read the instruction carefully and keep a blank copy extra before filling the Attestation forms.
2. Please bring four sets of Attestation forms duly filled in **ORIGINAL** with complete address and Pin Code detail
3. Character Certificate on Page 6 has to be signed by the one of the Competent Authorities mentioned on the the Identity Certificate on Page 7 and the same Authority should sign the Identity Certificate on Page 7.
4. Character Certificate on Page 8 has to be signed by different Competent Authority and the same Authority should sign the Identity certificate on page 9.
5. Please note both the Competent Authorities must be different as mentioned in the serial number 3 and 4 above.
6. All the 4 attestation forms should be filled identically in candidate's own handwriting and has to be signed in original.
7. Failure to comply with the instructions would lead to **undue delay in appointment.**

General Instructions

Arrange the document in following order (Bring **04 sets -self attested with date**)

- A. 10th Mark sheet and passing certificate
- B. 12th Mark sheet /Diploma Mark sheet and passing certificate
- C. Graduation mark sheets
- D. Degree Certificate (Graduation)
- E. Caste Certificate in required format (if applicable)
- F. Domicile Certificate
- G. Identity Card (Aadhar card/Pan card/Passport)
- H. Certificate of Physical Disability (if applicable)
- I. Service Leaving Certificate/Discharge book of Ex-Servicemen (if applicable to the candidate)
- J. Attestation Form (04 **Sets in original**)

COMBINED GRADUATE LEVEL EXAMINATION, 2025

DOCUMENT VERIFICATION PROFORMA FOR Executive Assistant/ Tax Assistant

SR.NO.	PARTICULARS	DETAILS (IN BLOCK LETTERS)
1	NAME OF THE CANDIDATE	
2	ROLL NO. & RANK	
3	FATHER’S NAME	
4	MOTHER’S NAME	
5	LANDLINE /MOBILE NO	
6	EMAIL ADDRESS	
7	DEGREE CERTIFICATE DETAILS	-
A	CERTIFICATE NO. AND DATE	
B	MARKSHEET SR.NO. AND DATE	
C	ENROLLMENT NO.	
D	ISSUING AUTHORITY DETAILS (ADDRESS WITH PINCODE)	
8	SECONDARY SCHOOL CERTIFICATE DETAILS	-
A	CERTIFICATE /MARKSHEET NO. AND DATE	
B	ROLL NO.	
C	ISSUING AUTHORITY DETAILS (ADDRESS WITH PINCODE)	-
9	DOMICILE CERTIFICATE DETAILS	-
A	CERTIFICATE NO. AND DATE	
B	ISSUING AUTHORITY DETAILS (ADDRESS WITH PINCODE)	
10	AADHAR NUMBER	
11	CASTE CERTIFICATE DETAILS	-
A	CERTIFICATE NO. AND DATE	
B	ISSUING AUTHORITY DETAILS (ADDRESS WITH PINCODE)	
12	CHARCTER AND ANTECEDENT VERIFICATION DETAILS	-
A	DISTRICT MAGISTARTE (ADRESS WITH PINCODE)	
B	SUPERINTENDENT OF POLICE (ADRESS WITH PINCODE)	

I, HEREBY DECLARE THAT THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Date-

NAME AND SIGNATURE OF CANDIDATE

CANDIDATE’S STATEMENT AND DECLARATION

The candidate must make the statement required below prior to this medical examination and must sign the declaration appended thereto. His attention is specifically directed to the warning contained in the Note below.

1	State your name in full (In Block Letters)	
2	State your age &Place of Birth	
3	a) Have you ever had Small pox, Intermittent or any other Fever, Enlargement or Suppuration of Glands, spitting of blood, Asthma, Heart Disease, L u n g Disease, Fainting attacks, Rheumatism, Appendicitis? (OR) b) Any other disease or accident requiring confinement to bed and medical or surgical treatment?	
4	When you were last vaccinated?	
5	Have you or any of your near relations been afflicted with Consumption, Scrofula, Gout, Asthma, Fits, Epilepsy or Insanity?	
6	Have you suffered from any form of nervousness due to overwork or any other cause?	
7	Have you been examined and declared fit for Government service by a Medical Officer/ Medical Board, within the last three years?	

1. Furnish the following particulars concerning your family:

Father’s age if living and state health	Father’s age at death and cause of death	No. of brothers living, their ages and state of health	No. of brothers, dead, their ages at death and causes for death

Mother’s age if living and state health	Mother’s age at death and cause of death	No. of Sisters living, their ages and state of health	No. of Sisters, dead, their ages at death and causes for death

I declare all the above answers to be, to the best of my belief, true and correct.

I also solemnly believe that I have not received a disability certificate / pension on account of any disease on other condition.

Signed in my presence

Candidate’s Signature

(Signature of Medical Officer)

Note: The candidate will be held responsible for the accuracy of the above statement. By willfully suppressing any information he/she will incur the risk of losing the appointment, and, if appointed, or forfeiting all claims to superannuation allowance or gratuity.

Medical Certificate of Fitness of First Entry into Government Service
(Male Candidates)

I hereby certified that. I have examined Shri /Smt._____for the post (Executive Assistant/ Tax Assistant) for the employment in the Customs Department and cannot discover that, he has any disease, constitutional weakness or bodily infirmity except_____.

I do not consider this a disqualification for employment in the office of the Principal Commissioner of Customs (G), P&E (Ministerial) New Customs House, Ballard Estate, Mumbai- 400 001.

His age is according to his own statement_____years and by appearance about _____Years. Height_____cms. & Weight_____Kgs.

He has been vaccinated. (Yes/No)

Mark of Identification: _____

Recent
Passport
Size
Photograph
of the
Candidate



Left Hand Thumb Impression of
Candidate

Signature and Seal of Civil
Surgeon/Medical Officer

Name :

Reg. No. :

Signature of the Candidate

Place:

Date :

Note:- **Photograph attested by surgeon/Medical Officer with seal (partly on photograph and partly on this certificate**

Medical Certificate of Fitness of First Entry into Government Service
(Female Candidates)

I hereby certified that. I have examined Ms/Smt._____for
the post of (Executive Assistant/ Tax Assistant) for the employment in the Customs
Department and cannot discover that, she has any disease, constitutional
weakness or bodily infirmity except_____

I do not consider this a disqualification for employment in the office of the
Principal Commissioner of Customs (G), P&E (Ministerial) New Customs House,
Ballard Estate, Mumbai- 400 001.

Her age is according to her own statement_____years and by appearance about
_____years. She has been vaccinated, Height_____cms. & Weight _____Kgs.

Mark of Identification: - _____

Recent
Passport
Size
Photograph
of the
Candidate



Left Hand Thumb Impression of
Candidate

Signature and Seal of Civil
Surgeon/Medical Officer

Name :

Reg. No. :

Signature of the Candidate

Place:

Date :

Note:- **Photograph attested by surgeon/Medical Officer with seal (partly on photograph and partly on this certificate**