



भारत सरकार GOVERNMENT OF INDIA
वित्त मंत्रालय MINISTRY OF FINANCE
राजस्व विभाग DEPARTMENT OF REVENUE
केन्द्रीय अप्रत्यक्ष कर एवं सीमा शुल्क बोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
राष्ट्रीय सीमा शुल्क, अप्रत्यक्ष कर एवं नार्कोटिक्स अकादमी,
NATIONAL ACADEMY OF CUSTOMS, INDIRECT TAXES & NARCOTICS,
पाल समुद्रम, एन एच - 44, गोरंटला मंडल, श्री सत्य साई जिला, आंध्र प्रदेश
PALASAMUDRAM, NH-44, GORANTLA MANDAL,
SRI SATHYA SAI DISTRICT, ANDHRA PRADESH – 515241
E-mail: admin-nacinpsm@gov.in



CIRCULAR NO. 04/2025

Sub: Circular inviting applications for engaging the services of a Medical Officer and Nurse on contractual basis for NACIN, Palasamudram — Reg.

The National Academy of Customs, Indirect Taxes & Narcotics (NACIN), the Premier Training Institute under the CBIC, Ministry of Finance, is now functioning in its full phase from the New Campus at Palasamudram, Sri Sathya Sai District of Andhra Pradesh, after its inauguration by the Honourable Prime Minister. Various trainings for Group A officers of the IRS (Customs & Indirect Taxes) are being conducted regularly at the Institute.

2. Applications are hereby invited from eligible retired Government Medical Officers/ Nurse to engage them as a Medical Officer/ Nurse on contract basis in the campus of the NACIN, Palasamudram. The scope of work, qualification etc are prescribed in the table below along with the other terms and conditions of the proposed contract.

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| 01 | Condition of Consultancy Contract | Initially, for a period of one year from the date of the Contract and may be extendable for another year at the discretion of the Competent authority, subject to the functional requirement suitability of the candidates. |
| 02 | Job location | The NACIN Campus, Palasamudram Village, Sathya Sai District of Andhra Pradesh — 515 251. |
| 03 | Scope of Work | Medical Officer (i) Examination of patients, diagnosis of illnesses, prescription of medication, and providing comprehensive medical care with follow-up care; (ii) General medical consultations, examinations, and treatments for common health issues; (iii) Emergency care of the patient at the office and home; (iv) Conducting follow-up visits to monitor the patient's condition, if required; (v) Giving appropriate advice for healthy habits (diet, hygiene, etc.) and preventive actions to promote overall health; (vi) Prescribing appropriate tests and guidance based on the test reports; (vii) Guiding the patient to a specialist in case of need. |

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| | | <p>Nurse —</p> <ul style="list-style-type: none"> (i) Attending to the patients and attending to all nursing needs of the patients. (ii) Emergency care of the patient at the office and home as and when required (iii) Conducting follow-up visits to monitor the patient's condition, if required and reporting any requirements to the medical officer on site. (iv) To explain the prescriptions and the advise of the medical officer to the patients as per requirements. |
| 04 | Age & eligibility | The age should be less than 65 years. |
| 05 | Eligibility Criteria & Experience | <ul style="list-style-type: none"> (i) Should have a minimum MBBS / Nursing Degree from a recognised Indian University applying for Medical Officer/ Nurse; (ii) Should have a valid IMA/ State Medical Council Certificate for practising in case applying for Medical Officer, and should have a valid Indian Nursing Council or equivalent Certificate for practising as a Nurse; and (iii) Should be a retired person from Government Service/ PSU from Government/PSU-run Hospitals. |
| 06 | Remuneration | Fixed monthly remuneration shall be admissible as per the provisions of OM F.No. 3-25/2020 EIIIA dated 9.12.2020 of the Department of Expenditure, Ministry of Finance, Government of India (50% of the Basic pension fixed at the time of retirement). |
| 07 | Leave | The Doctor/Nurse will be eligible for 1.5 days of leave for each completed month of service, which may be accumulated and availed during the period of the contract of one year. |
| 08 | Working Hours | The engaged personnel will be required to observe the normal office hours between 9.30 AM to 6.00 PM on all working days. However, depending on the exigencies, he will be required to attend patients beyond office hours and also on Saturday/Sunday. No extra remuneration will be paid for the extra holiday hours. |
| 09 | Application mode | <ol style="list-style-type: none"> 1. Interested eligible applicants may submit their application in the proforma enclosed as "Annexure-I" at the following address addressed to the Additional Director General (Admn.), NACIN, Palasamudram, Gorantla Mandal, Sri Satya Sai District, Andhra Pradesh — 515251, along with a copy of the Pension Payment Order. 2. Last Date of receipt of application: 10/09/2025. 3. Applications received after due date will not be considered. |
| 10 | General Condition of Engagement | <ol style="list-style-type: none"> 1) The selected candidate will be governed by the Official Secret Act, 1923 as amended from time to time and will not disclose to any unauthorised person(s) any information /data that may come to their notice during the period of engagement at the Academy. 2) They will not utilize or publish or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of their assignment for NACIN without the express within consent of the Academy. 3) They must act at all times in the interest of the Academy |

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| | | and render any advice/ service with Professional integrity. 4) They will maintain the highest standards of Integrity, transparency, competitiveness, economy and efficiency while working in the Academy. 5) No accommodation is made available to the personnel engaged. |
| 11 | Process of Selection | Based on interview to be conducted by the Panel nominated for the post. |
| 12 | Termination Clause | May be terminated by either side at any time by giving one month's notice. The decision of ADG, NACIN, Palasamudram will be final. |

This issues with the approval of the competent authority.

(D.S.D.RAMYA)
Joint Director (Admn.)

**APPLICATION FOR THE POST OF MEDICAL OFFICER/NURSE AT NACIN,
PALASAMUDRAM ON CONTRACT BASIS**

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| 1 | Post applying for | |
| 2 | Name of the applicant (in full) | |
| 3 | Father's /husband's name | |
| 4 | Nationality | |
| 5 | Date of Birth | |
| 6 | Age as on date | |
| 7 | Present/Correspondence address | |
| 8 | Telephone No. | |
| 9 | Mobile No | |
| 10 | E - mail | |
| 11 | Permanent Address | |
| 12 | SC/ST/OBC | |
| 13 | Whether Physically Handicapped | |
| 14 | Educational Qualification (Degree Certificate and IMA / INC Certificate with validity as Document evidence required) | |
| 15 | Experience details of all previous employment including the name of the Station/Hospital Worked (A separate sheet may be attached, if necessary) | |
| 16 | Date of entry into Government Service | |
| 17 | Date of Retirement/Superannuation Copy of PPO to be submitted | |
| 18 | Any other relevant information | |

DECLARATION

I do hereby solemnly declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief, I understand and agree that in the event of any information being found false or incorrect/incomplete or ineligibility being deleted at any time before or after selection/interview, my candidature is liable to be rejected and I shall be bound by the decision of NACIN

Place:

Date:

Signature
(Full name of the Applicant)