

Government of India
Ministry of Finance
Department of Revenue
Central Board of Indirect Taxes & Customs
(WCO Cell)
8th floor, Tower-II, Jeevan Bharti Building, New Delhi-110001
E-mail : indiawco-cbec@nic.in

F. No. 21000/19/2014-IC(ICD)

Dated : 19.03.2020

To,

All Members of CBIC,
All Pr. Chief/ Chief Commissioners of Customs and Customs (Preventive),
All Pr. Chief/ Chief Commissioners of CGST and Central Excise and Customs,
All Principal Director/ Director Generals of the CBIC,
All Joint Secretaries/ Commissioners working in the Board.

Sir/ Madam,

Subject: Vacancies of Technical Officers (Grade A3) in the Tariff and Trade Affairs Directorate–1. Technical Officer (Nomenclature) and 2. Technical Officer (Origin) at World Customs Organisation –regarding.

The World Customs Organisation (WCO) has invited nominations for the posts of Technical Officers Grade A3 (Technical Officer-Nomenclature) and (Technical Officer - Origin) in the Tariff and Trade Affairs Directorate at the Secretariat of the World Customs Organisation at Brussels. In this regard, please also refer to the Annex I, II and III and application form attached with this letter for details.

2. The qualification and requirements for the post of Technical Officer –**Nomenclature** Grade A3 in the Tariff and Trade Affairs Directorate of WCO are as under:-

- Applicants for this position must have a university degree or equivalent professional qualification, comprehensive knowledge of the Harmonized System and at least five years' experience of practical issues relating to Nomenclature matters, in particular tariff classification, at the national level within their Customs administration.
- Applicants must have in-depth knowledge and experience of the Harmonized System. Specific experience in relation to Sections I to IV of the Harmonized System is highly desirable.
- Applicants must be proficient in drafting and speaking in French. A good working knowledge of English would be highly desirable. Knowledge of one of the WCO working language for HS matters (Arabic, Portuguese, Russian or Spanish) would be an asset. Knowledge of other languages (written and spoken) would be advantageous.
- Excellent oral and written communication skills are essential.

- The candidate should have shown within their national administration the capacity to assume responsibilities equivalent in level to those carried by the post offered.
- The candidate should have the background and experience to be able to :
 - work independently with limited personal supervision;
 - work effectively in small teams and groups;
 - respond flexibly to changes in priorities and requests for work; and
 - meet deadlines.
- It is a requirement to be able to interact appropriately and effectively with a wide range of people from across the WCO's global membership and from other international organizations, so excellent interpersonal skills and the ability to work in a culturally diverse environment is essential.
- This role includes capacity building work and the candidate should have sound abilities in training. This also requires the ability to identify problems and solutions and to be able to think and interact strategically and innovatively while exercising sound judgment.
- Research and analytical skills and the ability to write understandably on technical subjects are also key skills.
- Applicants are expected to be able to work with Microsoft Office software.

3. The qualification and requirements for the post of Technical Officer –Origin Grade A3 in the Tariff and Trade Affairs Directorate of WCO are as under:-

- Applicants for this position must have a university degree or equivalent professional qualification, comprehensive knowledge of the WTO Agreement on Rules of Origin and at least five years' experience of practical issues relating to origin matters at the national level within their Customs administration.
- Applicants must be fluent in at least one of the WCO's official languages (English and French). Knowledge of another language (written and spoken) would be advantageous, with a knowledge of Spanish being particularly desirable.
- Excellent oral and written communication skills are essential.
- The candidate should have shown, either in the headquarters or the national centre for origin of a national administration or in an international organization, the capacity to assume responsibilities equivalent to those carried by the post offered.
- The candidate should have the background and experience to be able to :
 - work independently with limited personal supervision;
 - work effectively in small teams and groups;
 - respond flexibly to changes in priorities and requests for work; and
 - meet deadlines.

- It is a requirement to be able to interact appropriately and effectively with a wide range of people from across the WCO's global membership and from other international organizations, so excellent interpersonal skills and the ability to work in a culturally diverse environment is essential.
- This role includes capacity building work and the candidate should have sound abilities in coaching, mentoring and training. This also requires the ability to identify problems and solutions and to be able to think and interact strategically and innovatively while exercising sound judgment.
- Research and analytical skills and the ability to write understandably on technical subjects are also key skills.
- Applicants are expected to be information technology (IT) literate.

4. Technical Officer (Nomenclature) Grade A3 in the Tariff and Trade Affairs Directorate of WCO advises on policy issues and complex technical matters relating to the Harmonized System and classification, including the preparation of documents on such matters. Similarly the Technical Officer (Origin) advises on policy issues and complex technical matters relating to origin, both in the area of preferential and non-preferential origin, including the drafting of documents on such matters.

5. In this regard, you are requested to forward the nominations with completed application forms of willing and suitable officers who fulfil the criteria specified by WCO and **vigilance clearance** and **APAR grading for the last five years** from your side. The nominations in pdf format should be sent by e-mail to indiawco-cbec@nic.in with a copy to Hardeep.Batra@icegate.gov.in. The nominations should be sent as soon as possible but not later than **6th of April 2020**. Incomplete applications and those received after the stipulated date will not be entertained.

6. It is requested that the officers may be advised not to send their applications/nominations to WCO directly. Further, they should not enter into any correspondence with WCO in this regard. The nomination of suitable officers will be sent to WCO after necessary approval from Board.

Yours sincerely,


19/03/20
Hardeep Batra
Commissioner (WCO Cell)

Enclosures:

1. Annex I (Job description for TO-Nomenclature)
2. Annex II (Job description for TO- Origin)
3. Annex III (Conditions of Service)
4. Application form