



**GOVERNMENT OF INDIA
MINISTRY OF HOME AFFAIRS
O/O THE CUSTODIAN OF ENEMY PROPERTY FOR INDIA
EAST WING, FIRST FLOOR, ANNEXE BUILDING,
SHIVAJI STADIUM, CONNAUGHT PLACE, NEW DELHI-110001**

F: No. CEPI/DELHI/36/08/2023/69

Date: 19.01.2026

VACANCY CIRCULAR

Subject: Filling up of Two (02) Posts of Inspector (Enemy Property) on Deputation Basis in the Office of the Custodian of Enemy Property for India (CEPI) – Branch Office, Kolkata.

Applications are invited from eligible and willing officers of the Central Government for filling up **two (02) posts of Inspector (Enemy Property)** in the Branch Office of CEPI at **Kolkata** on a deputation basis.

2. This circular is issued in continuation of the previous vacancy circulars dated 04.09.2025, 26.09.2025, and 19.11.2025. While the selection process for the Delhi Head Office vacancy is in its final stages, the posts for the Kolkata Branch Office remain vacant and are hereby re-advertised.

Details of Vacancy

Inspector (Enemy Property)	02	Kolkata	Level-5 (Pay Matrix) / GP Rs. 2800
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Eligibility Criteria

3. In accordance with the existing Recruitment Rules, candidates must meet the following requirements:

- **Status:** Officers of the Central Government holding analogous posts on a regular basis.
- **Feeder Grade:** Upper Division Clerks (UDCs) with at least **5 years of regular service** in the grade (Level-4 / Grade Pay Rs. 2400).
- **Desirable Experience:** Two (02) years of experience in Administration, Establishment, Accounts, or Land Revenue matters.
- **Age Limit:** The maximum age limit for appointment by deputation shall not exceed **56 years** as of the closing date of receipt of applications.

Terms of Deputation

- **Period:** The period of deputation shall ordinarily not exceed **three (03) years**.
- **Regulations:** The pay and terms of the officer selected will be regulated per the Department of Personnel & Training (DoPT) O.M. No. 6/8/2009-Estt. (Pay II) dated 17.06.2010, as amended from time to time.

Submission Procedure

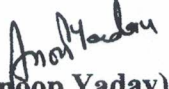
4. Willing and eligible officers may submit their applications through the **Proper Channel** along with the following documents:

29/1/2026
send to me
for upload
MHA website
SO(EL-I)

- i. **Bio-data** (in the prescribed Proforma).
- ii. **APARs/ACRs** for the last five (05) years (attested copies).
- iii. **Vigilance Clearance** and Integrity Certificate.
- iv. Statement of major/minor penalties imposed (if any) during the last 10 years.

Last Date for Receipt of Applications: February 08, 2026.

5. Advance copies may be emailed to **bikram.munda@gov.in**, **anoop.kumar87@gov.in**; however, formal consideration will only be given to applications received through the proper channel.


(Anoop Yadav)
Section Officer
O/o CEPI, New Delhi

Copy to:-

- ✓ 1. Ministry of Home Affairs (Under Secretary to the Government of India) EP- FFR Division, 2 Floor NDCC-11 Building, Jai Singh Road, New Delhi- for information and request to upload on MHA Website.
2. Section officer, IT CELL, MHA with a request for immediate uploading the circular with enclosure.
3. Data Analyst, O/o CEPI, Delhi for uploading the Circular with enclosures on CEPI website.
4. Notice Board, MHA (Administration Section).
5. Guard file.

APPLICATION PROFORMA

1. Name of the Officer:
2. Date of Birth:
3. Current Details:
 - (i) Present post and whether it is a cadre or ex-cadre post:
 - (ii) Address:
 - (iii) Telephone No. (Landline and Mobile):
 - (iv) Date from which the present post is held:
 - (v) Scale of Pay and Grade Pay (as of 01.01.2025):
 - (vi) Present Pay (as of 01.01.2025):
4. Substantive Appointment Details:
 - (i) Substantive appointments held:
 - (ii) Scale of Pay:
 - (iii) Date from which the post is held:
5. Educational and other qualifications:
6. Employment History (in chronological order):

Office/Organisation	Post held	From	To	Scale of Pay and Grade Pay	Description of duties

7. Date of return from last ex-cadre post, if any:

Place:

Date:

(Signature of the Candidate)