

# **Information Brochure**

## **Mandatory Requirements for all the above posts**

- Valid residence Certificate of 15 years Residence in Goa.
- Valid Employment Registration card of Govt. of Goa

## **Essential and Desirable Qualifications for the posts**

### **1] U.D.C**

#### **Essential:-**

- (i) Intermediate/Senior Cambridge/ Higher Secondary School Certificate Examination from a recognized Board/ Institute.
- (ii) Should be Computer literate
- (iii) Knowledge of Konkani.
- (iv) Minimum fifteen years domicile in the State.

#### **Desirable:**

Knowledge of Marathi.

### **2] L.D.C**

#### **Essential:-**

- (i) Passed Higher Secondary School Certificate Examination from a recognized Board/ Institute.
- (ii) Should be Computer literate
- (iii) Knowledge of Konkani.
- (iv) Minimum fifteen years domicile in the State.

#### **Desirable:**

Knowledge of Marathi.

### **3] M.T.S for Office & Administration**

#### **Essential:-**

- (i) Passed Secondary School Certificate Examination from a recognised Board/ Institute.

OR

- (i) Passed Course conducted by Industrial Training institutes or equivalent qualification, in relevant trade from recognised Institution
- (ii) Note: Course conducted by Industrial Training Institute or equipment qualification, in relevant trade, may be considered in case posts relates to technical work.
- (iii) Knowledge of Konkani.
- (iv) Minimum fifteen years domicile in the State.

#### **Desirable:**

Knowledge of Marathi.

Multi Tasking skills such as knowledge of operating office machines including computers

#### **4] M.T.S for Gymkhana**

##### **Essential:-**

(i) Passed Secondary School Certificate Examination from a recognised Board/ Institute.

OR

- (ii) Passed Course conducted by Industrial Training institutes or equivalent qualification, in relevant trade from recognised Institution
- (iii) Note: Course conducted by Industrial Training Institute or equipment qualification, in relevant trade, may be considered in case posts relates to technical work.
- (iv) Knowledge of Konkani.
- (v) Minimum fifteen years domicile in the State.

##### **Desirable:**

Knowledge of Marathi.

Multi Tasking skills such as knowledge of operating office machines including computers

#### **4] Counsellor**

##### **Essential:-**

- (i) Master in Psychology/Human Development from a recognised University/Institution with 55% marks in aggregate.
- (ii) Knowledge of Konkani.

##### **Desirable:**

- 1) Specialized in Clinical/Counselling Psychology.
- 2) Minimum experience of 1 year working as a Counsellor
- 3) Knowledge of Marathi.

III) Pay and Service conditions: As prescribed by Goa University/Directorate of Higher Education, Govt. Of Goa.

- All posts subject to NOC/ Approval from Directorate of Higher Education and Goa University & subject to work load.
- Persons already in service should send application through proper channel.
- Age limit for the posts: Should not exceed 45 years. Age relaxation for Government servants/SC/ST/OBC/PWD/CFF shall be as per the instructions or orders issued by the Government from time to time.
- There will be written Examination. Skill test will be taken wherever applicable.
- Incomplete application will not be accepted.

Date: 12/07/2022

Gangaram alias Satish Narvekar

Acting Principal