

SHREE SATERI PISSANI EDUCATION SOCIETY'S
Shri. Gopal Gaonkar Memorial
GOA MULTI -FACULTY COLLEGE
Dharbandora-Goa

Applications along with complete bio-data with photograph, email id, telephone no., date of birth and self-attested/certified true copies of marks secured from SSC onwards are invited within the period of **10 days** from the date of publication of this advertisement for the following posts:

Sr. No	Post	No of Posts	Nature of Post	Reservation
1	Junior Stenographer	01	Regular Basis	UR
2	Accountant	01	Contract Basis for the period of 01 year	UR
3	Lower Division Clerk	01	Contract Basis till 30/09/2019 against C.C.L. vacancy	UR

Minimum Qualification:

Sr. No. 01: (a) Higher Secondary School Certificate from recognized Board or equivalent qualification from a recognized institution (b) Should be Computer literate (c) Speed of 100 words per minute in short hand & 35 words per minute in typewriting.

Sr. No.02: (a) Bachelor of Commerce or Bachelor of Arts with Economics from recognized University or equivalent with minimum 03 years of experience in Accounting field (b) Knowledge of Tally.

Sr. No.03: (a) Higher Secondary School Certificate from recognized Board or equivalent qualification from a recognized institution (b) Typing with min 40 words per minute (c) Knowledge of Computer.

Age limit, Scale of Pay, Terms of Appointment:

a) As per the relevant orders/Rules of Goa Government and Code of Conduct of SSPES's, Goa Multi-Faculty College.

b) Valid registration with the Employment Exchange.

c) Candidate should have 15 years Residence in Goa (Domicile).

d) Essential- Knowledge of Konkani, Desirable- Knowledge of Marathi.

The vacancies will be filled subject to issuance of the NOC/ Approval from the Government of Goa.

Candidates possessing the above said qualifications should send their application to The **Chairman, SSPES's Shri. Gopal Gaonkar Memorial, Goa Multi-Faculty College, NH-4A, Ponda-Belgaum Road, Dayanand Nagar, Tal. Dharbandora, District-South Goa - 403406.**

Those candidates already employed should apply through proper channel.

Sd/-

Principal

Date: 30/05/2019