

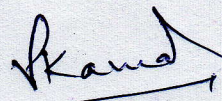
## GOA UNIVERSITY

Goa University invites applications for the following post:-

Sr. No.	Name of the post	Category of reservation & No. of Posts	Scale of Pay
1.	Lower Division Clerk	OBC - 03 ST - 02 Total - 05	PB-1 ₹ 5200-20200 + GP ₹ 1900/-

Complete details of the post along with the eligibility/other requirement etc is available on the University website [www.unigoa.ac.in](http://www.unigoa.ac.in)

Interested and eligible candidates shall submit their applications duly completed in all respects to the Registrar, Goa University, Taleigao Plateau Goa, 403206 on or before **02/12/2013**.



Prof. V. P. Kamat  
REGISTRAR

Date: 08/11/2013



# गोंय विद्यापीठ

ताळगांव पठार

गोंय - ४०३ २०६

फोन : ०८३२ - ६५१९०४८/६५१९३०२

फॅक्स : +०९१-८३२-२४५११८४/२४५२८८९



## Goa University

Taleigao Plateau, Goa - 403 206

0832-6519048/6519302

+091-832-2451184/2452889

registrar@unigoa.ac.in

www.unigoa.ac.in

Tel:

Fax :

Email :

Website :

GU/Admn./LDC/71(1)/2013/694.

Date: 11/11/2013

### NOTIFICATION

Interested and eligible candidates may submit their applications (One original plus five photo copies) for the post of Lower Division Clerk, having the qualifications mentioned against the post by giving the following details i) Full name and address ii) Date of Birth iii) Category iv) Educational qualifications v) Additional qualifications and vi) Work experience if any, duly supported by certified copies of educational qualifications along with the marksheets of respective Degree/Diploma, date of birth, caste certificate, valid 15 years residence in Goa issued by the Competent Authority and valid employment exchange registration card and any other relevant details, so as to reach the Registrar, Goa University, Taleigao Plateau Goa 403206, on or before **02/12/2013**. However, the University reserves the right to accept applications received after the last date. The age limit for the following posts shall not exceed 42 years. (Relaxable by 5 years for persons in regular service of Goa University and reserved category as per rules).

Sr. No.	Name of the post	Category of reservation & No of Posts	Educational Qualification required	Scale of Pay
1.	Lower Division Clerk	OBC - 03 ST - 02 Total - 05	a) <u>Essential</u> i) H.S.S.C. from a recognized Board or equivalent. ii) 30 w.p.m. typewriting in English/ 35 w.p.m. computer typing in English. iii) Working Knowledge of Computer. iv) Knowledge of Konkani  b) <u>Desirable:</u> i) Knowledge of Devnagri typing. ii) Knowledge of Marathi.	PB - 1 Rs.5200-20200 G.P. Rs.1900/-

**OBC: Other Backward Class**

**ST: Schedule Tribe**



General

1. Each applicant must send six copies of the application, one of which must be hand-written or typed and the other could be photocopies.
2. All Annexures should be countersigned by the applicant/candidate.
3. Application should be submitted alongwith certified true copies of all certificates.
4. The applications will be screened on the basis of qualifications and experience by a Committee and only the candidates recommended by the Screening Committee shall be called for interview.
5. Candidates who are already employed shall send their applications through proper channel.
6. Incomplete applications will not be considered.
7. Canvassing in any form by or on behalf of the candidate will lead to disqualification of the candidate.
8. The University reserves the right not to fill up the post advertised, or fill up the post on short term basis.

Nov.  
October, 2013.

  
08-11-13  
Prof. V. P. Kamat  
**REGISTRAR**