



## GOA UNIVERSITY

WALK-IN-INTERVIEW

ADVERTISEMENT No. GU/Admn.(NT)/WII/496/2017/110

Goa University invites applications to fill up the following posts for appointment purely ON CONTRACT BASIS for short duration, without any right/claim for regular appointment. The details of vacancies are indicated below.

Sr. No.	Name of the posts	Consolidated salary (Per month)	Category						Date of interview
			UR	ST	OBC	CFF	PD	Total	
1	Legal Assistant	₹30,375/-	01	-	-	-	-	01	03/05/2017 at 3.00 p.m.
2	Assistant Garden Superintendent	₹30,375/-	01	-	-	-	-	01	09/05/2017 at 10.30 a.m.
3	Junior Stenographer	₹17,100/-	03	-	-	-	-	03	03/05/2017 at 10.30 a.m.
4	Laboratory Assistant	₹17,100/-	03	01	02	01	-	07	08/05/2017 at 10.30 a.m.
5	Laboratory Technician	₹17,100/-	01	-	-	-	-	01	08/05/2017 at 10.30 a.m.
6	Store Keeper	₹17,100/-	01	-	-	-	-	01	10/05/2017 at 10.30 a.m.
7	Laboratory Attendant	₹15,750/-	05	02	03	01	-	11	10/05/2017 at 11.00 a.m.
8	Driver	₹15,975/-	03	-	-	-	-	03	11/05/2017 at 10.30 a.m.

The number of vacancies is indicative in nature and subject to variation depending on the workload.

If, suitable reserved category candidates are not available, General category candidates will be considered against such reserved category for short duration.

The minimum essential educational qualification required for the said positions shall be:

### 1. Legal Assistant

a) Essential :

i) Degree in Law from a recognized University.

ii) Experience of Legal work in any Legal Department for a period of three years or practice of Law for three years as an Advocate.

iii) Knowledge of Konkani.

b) Desirable:

- i) Knowledge of Portuguese Law.
- ii) Knowledge of Marathi.

## **2. Assistant Garden Superintendent**

a) Essential:

- i) B.Sc. in Agriculture/Horticulture or Forestry + 3 years experience in the area.
- ii) Knowledge of Konkani.

b) Desirable:

- i) Knowledge of Marathi.

## **3. Junior Stenographer**

a) Essential:

- i) H.S.S.C. or equivalent qualifications.
- ii) Speed of 100 w.p.m. in Shorthand and 40 w.p.m. in Typewriting in English/ 45 w.p.m. Computer Typing in English.
- iii) Knowledge of Computers.
- iv) Knowledge of Konkani

b) Desirable:

- i) Degree of recognized University
- ii) Knowledge of Marathi.

## **4. Laboratory Assistant**

a) Essential:

- i) Degree in Science of a recognized University or equivalent.
- ii) Knowledge of Konkani

b) Desirable:

- i) Minimum 3 years experience in laboratory work.
- ii) Knowledge of Marathi.

## **5. Laboratory Technician**

a) Essential:

- i) HSSC + ITI Certificate in relevant trade.
- ii) Knowledge of Konkani.

b) Desirable:

Knowledge of Marathi.

## **6. Laboratory Attendant**

a) Essential:

- i) S.S.C. or equivalent
- ii) Knowledge of Konkani.

b) Desirable:

Knowledge of Marathi.

## **7. Store Keeper**

### a) Essential:

- i) Degree in Science of a recognized University or equivalent.
- ii) Knowledge of Konkani

### b) Desirable:

- i) Minimum 3 years experience in handling stores in a science department in an educational institution, research laboratory, etc.
- ii) Knowledge of Marathi.

## **8. Driver**

### a) Essential:

- i) S.S.C.E. or equivalent qualifications.
- ii) Driving license for heavy vehicles.
- iii) Unblemished experience of 2 years in the line.
- iv) Knowledge of Konkani.

### b) Desirable:

- i) Passenger badge issued by Director of Transport.
- ii) Knowledge of Marathi.

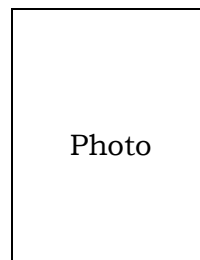
The interested eligible candidates may walk-in for the interview on the indicated dates at Administrative Block, Goa University, along with an application addressed to the Registrar, Goa University giving details in the prescribed format alongwith bio-data, self-certified documents of educational qualifications, experience, 15 years residence certificate and valid Employment Registration Card. The age should not exceed **45** years. (Relaxable to SC/ST/OBC/PWD candidates as per State Government norms).

Prof. Y. V. Reddy  
REGISTRAR

Date: /04/2017

## Prescribed Application Proforma

From:  
Name/Address



To  
The Registrar  
Goa University  
Taleigao Plateau  
Goa 403 206

Date: / /2017

Sub: Application for the post of \_\_\_\_\_ (category:\_\_\_\_\_)

1. Full Name of the applicant (in capital letters):
2. Address with pincode No.:
3. Telephone/Mobile No.:
4. Nationality:
5. Date of Birth:
6. Valid Employment Exchange Registration No.:
7. 15 years valid residence certificate:
8. Category: (UR/OBC/SC/ST/Ex-Servicemen):
9. Educational qualifications/Technical /Additional qualification, if any:
10. Experience, if any;
11. Extra-curricular activities, (if any):
12. Details of certificates enclosed:

Signature of the candidate:  
Name:

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