

## गोंय विद्यापीठ

ताळगांव पठार,

गोंय - ४०३ २०६

फोन : +९१-८६६९६०९०४८



(Accredited by NAAC)

**ATMANIRBHAR BHARAT**  
**SWAYAMPURNA GOA**

## Goa University

Taleigao Plateau, Goa-403 206

Tel : +91-8669609048

Email : registrar@unigoa.ac.in

Website : www.unigoa.ac.in

GU/Admn.(NT)/WII/496/2025/192

Date: 27/05/2025

**(Filling of vacancy on contractual basis in terms of O.M. No. 2/38/75-PER(Vol.IV)/2928 dated 26.09.2017)**

### **WALK-IN-INTERVIEW** **(Temporary Leave Vacancy)**

Goa University invites applications to fill up the following post purely **ON CONTRACT BASIS (Leave Vacancy)**, without any right/claim for regular appointment:-

Sr. No.	Name of the Post	Number of Post & Category	Consolidated Salary (in Rs.) per month	Date & Time of Interview & Skill Test
1	2	3	4	5
1.	Laboratory Technician	UR – 01	24,396/-	04/06/2025 at 02.30 pm
2.	Lower Division Clerk	UR – 02	22,791/-	05/06/2025 at 10.00 am
3.	Junior Stenographer	UR – 01	24,396/-	Skill Test - 06/06/2025 at 2.30 pm Interview - 09/06/2025 at 10.00 am

The post mentioned at Sr. No. 3 above shall appear for Skill Test on 06/06/2025 at 2.30 pm and only eligible candidates shall appear for Interview scheduled on 09/06/2025 at 10.00 am.

**Note:** The number of vacancies for the above posts are indicative in nature and subject to variation depending on the workload.

Detailed information and application form can be downloaded from University website [www.unigoa.ac.in](http://www.unigoa.ac.in).

The interested eligible candidates may walk-in for the Interview at Administrative Block, Goa University on the date and time at Column No. 5 above.

Sd/-  
(Prof. S.N. Dhuri)  
**REGISTRAR**



## **GOA UNIVERSITY**

Sub Post Office Goa University  
Taleigao Plateau, Goa – 403 206 INDIA

### **Information Brochure**

Goa University invites applications to fill up the following non-teaching post purely **ON CONTRACT BASIS (Leave Vacancy)**. The details of leave vacancies are indicated below:

<b>Sr. No.</b>	<b>Name of the post</b>	<b>No. of Post &amp; Category</b>	<b>Educational Qualification</b>	<b>Consolidated Salary (per month)</b>	<b>Date &amp; Time of Interview &amp; Skill Test</b>
1.	<b>Laboratory Technician</b>	<b>UR – 01</b>	<p>a) <b><u>Essential</u></b></p> <p>i). Degree in Science with Chemistry as principal subject from recognised University or equivalent.</p> <p>ii). Knowledge of Konkani.</p> <p>iii). Valid 15 years Residence/Domicile Certificate in Goa issued by the competent authority.</p> <p>b) <b><u>Desirable</u></b></p> <p>i). Practical experience in any Scientific Laboratory of a recognized Institute.</p> <p>ii). Knowledge of Marathi</p>	24,396/-	<b>04/06/2025 at 02.30 pm</b>
2.	<b>Lower Division Clerk</b>	<b>UR - 02</b>	<p>a) <b><u>Essential</u></b></p> <p>i). Possessing Higher Secondary School Certificate</p> <p style="text-align: center;"><b>OR</b></p> <p>All India Council for Technical Education approved Diploma awarded by a recognized State Board of Technical Education or equivalent qualification from a recognized institution.</p> <p>ii). Knowledge of Computer application/ operations with typing speed of 30 words per minutes in English.</p> <p>iii). Atleast one year working experience –</p> <p>(a) As an apprentice under the Apprentices Act;</p> <p style="text-align: center;"><b>OR</b></p> <p>(b) in a Government Department/ organization/ office/Institute;</p> <p style="text-align: center;"><b>OR</b></p> <p>(c) in a Semi Government Organization/</p>	22,791/-	<b>05/06/2025 at 10.00 am</b>

			<p>Office/ Institute;  <b>OR</b>  (d) in a factory/Company  <b>OR</b>  (e) In any other private Establishment where not less than 05 persons are employed.</p> <p>Note :- in case of Clause (e) above, the application shall be accompanied by the following documents namely:-</p> <p>(i) Certificate of experience issued by employer  (ii) Certified copy of Registration Certificate of establishment issued by the Labour Inspector  (iii) Certified copy of the Statement in Form- I submitted by employer to the Labour Inspector.”</p> <p>iv). Knowledge of Konkani.</p> <p>v). Valid 15 years Residence/Domicile Certificate in Goa issued by the competent authority.</p> <p><b>b) Desirable</b>  i) Knowledge of Marathi.</p>		
3.	<b>Junior Stenographer</b>	<b>UR – 01</b>	<p>a) <b>Essential</b>  i) Higher Secondary School Certificate  <b>OR</b>  Equivalent qualification from a recognised institution.</p> <p>ii) Should be Computer Literate.  iii) Speed of 100 words per minute in Short Hand and 35 words per minute in typewriting.  iv) Knowledge of Konkani.  v) Valid 15 years Residence/Domicile Certificate in Goa issued by the competent authority.</p> <p>i). Atleast one year working experience –  (a) As an apprentice under the Apprentices Act;  <b>OR</b>  (b) in a Government Department/ organization/ office/Institute;  <b>OR</b>  (c) in a Semi Government</p>	24,396/-	<p>Skill Test -  <b>06/06/2025 at 2.30 pm</b></p> <p>Interview -  <b>09/06/2025 at 10.00 am</b></p>

			<p>Organization/ Office/ Institute;  <b>OR</b>  (d) in a factory/Company  <b>OR</b>  (e) In any other private Establishment where not less than 05 persons are employed.</p> <p>Note :- in case of Clause (e) above, the application shall be accompanied by the following documents namely:-</p> <p>(i) Certificate of experience issued by employer  (ii) Certified copy of Registration Certificate of establishment issued by the Labour Inspector  (iii) Certified copy of the Statement in Form- I submitted by employer to the Labour Inspector.”</p> <p><b><u>b) Desirable</u></b>  i) Knowledge of Marathi.</p>		
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The interested eligible candidates may walk-in for the Interview at Administrative Block, Goa University along with an application addressed to the Registrar, Goa University giving details in the prescribed format along with bio-data, self-certified documents of educational qualifications, Birth Certificate, Caste Certificate, 15 years valid residence certificate, experience certificates and valid employment registration card.

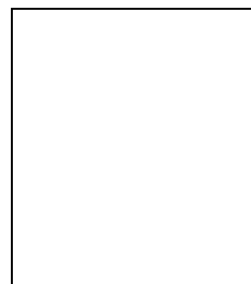
The age should not exceed **45 years** (Relaxable to SC/ST/OBC/PwD candidates as per State Government norms).

Date: 27/ 05/ 2025

**Sd/-**  
(Prof. S.N. Dhuri)  
**REGISTRAR**

## PREScribed APPLICATION PROFORMA

From:  
Name/ Address:



To,  
The Registrar,  
Goa University,  
Taleigao Plateau, Goa.

Date:     /     / 2025

SUB: Application for the post of \_\_\_\_\_

(Category: \_\_\_\_\_ )

1. Full Name of the applicant (in capital letters):
2. Address with pin code No.:
3. Email ID:
4. Contact Number:
5. Date of Birth:
6. Nationality:
7. No. and date of valid 15 years Residential Certificate of Goa:
8. Category belongs to (UR/OBC/SC/ST/EWS):
9. Educational Qualifications/ Additional Qualifications, if any:

Qualification (SSC onwards)	Name of Board/ University	Month and year of Passing	Total marks obtained	Percentage of marks obtained

10. Experience, if any:

Sr.No.	Name of Organisation & Designation	Period of Service		Scale of Pay/ Emoluments	Number of years	Nature of Duties
		From	To			

11. Knowledge of Konkani (Essential): Yes/ No

12. Knowledge of Marathi (Desirable): Yes / No

13. Additional Information (if any):

14. Details of certificates enclosed:

I hereby declare that all statements made by me in this application are true, complete and correct to the best of my knowledge, belief and I possess the requisite qualification and other mandatory documents for the post. I understand that in the event of any information being found false, incomplete or incorrect, my candidature / appointment is liable to be cancelled / terminated. I further understand that no notice shall be taken of any request for withdrawal of my application.

Signature of the Candidate  
Name: