



**Government of Goa**  
**STATE COUNCIL OF EDUCATIONAL RESEARCH AND TRAINING**  
**PORVORIM – GOA 403 521**  
**Website: www.scert.goa.gov.in**

PHONE/FAX-0832- 2417276

e-mail-scertgoa@gmail.com

Advt.No: SCERT/Acad/Lead.Acad/630/2016/Part-II/002

Dated:20.11.2019

**ADVERTISEMENT**

**A. Coordinator**

Applications are invited from eligible candidates for the **Post of Coordinator** (under National School Leadership Council) as per the details given below.

1. Name of the Post: **Coordinator**
2. No. of Post: 01
3. Qualifications:
  - a) Essential:

i) Master's degree in Education or in any branch of Social Sciences/Science with at least 50 percent marks or equivalent grade from a recognised University or Institute. (Other things being equal, candidate with Master's degree in Education shall be given preference).

ii) At least 7 years of teaching/administrative experience at secondary/higher secondary /higher education level.

- b) Desirable:

M.Phil. / Ph. D. Degree in Education/Social science or allied discipline

4. Age: Not more than 65 years
5. Honorarium: Rs. 60,000/- per month (fixed and consolidated)
6. Nature of Appointment: Purely on temporary basis up to 31<sup>st</sup> March 2020
7. Headquarters: SCERT, Alto-Porvorim
8. Duty Hours: 9.30 am to 5.45 pm on all working days.

**B. Consultant**

Applications are invited from eligible candidates for the Post of **Consultant** (for School Leadership Academy) as per the details given below.

1. Name of the Post: Consultant
2. No. of Post: 01
3. Qualifications:
  - a) Essential:

i) Master's degree in Education or in any branch of Social Sciences/Science with at least 50 percent marks or equivalent grade from a recognised University or Institute. (Other things being equal, candidate with Master's degree in Education shall be given preference).

ii) At least 3 years of teaching/administrative experience at secondary/higher secondary /higher education level.

b) Desirable:

M.Phil. / Ph. D. Degree in Education/Social science or allied discipline.

4. Honorarium: Rs. 25,000/- per month (fixed and consolidated)
5. Age : Not more than 65 years
6. Nature of Appointment: Purely on temporary basis up to 31<sup>st</sup> March 2020
7. Headquarters: SCERT, Alto-Porvorim
8. Duty Hours: 9.30 am to 5.45 pm on all working days.

### C. **Data Entry Operator.**

Applications are invited from eligible candidates for the Post of **Data Entry Operator** (for School Leadership Academy) as per the details given below.

1. Name of the Post: Data Entry Operator
2. No. of Post: 01
3. Qualifications:
  - a) Essential:

i) Passed Higher secondary (+2) in in any discipline with at least 50 percent marks or equivalent grade from a recognised Board/Institute.

ii) At least 2 years of experience as data entry operator or equivalent level.

b) Desirable:

Bachelor's degree in any discipline.

4. Honorarium: Rs. 10,000/- per month (fixed and consolidated)
5. Age : Not more than 45 years
6. Nature of Appointment: Purely on temporary basis up to 31<sup>st</sup> March 2020
7. Headquarters: SCERT, Alto-Porvorim
8. Duty Hours: 9.30 am to 5.45 pm on all working days.

#### **D. Multi Tasking Staff (MTS)**

Applications are invited from eligible candidates for the Post of **Multi Tasking Staff (MTS)** (for School Leadership Academy) as per the details given below.

1. Name of the Post: MTS
2. No. of Post: 01
3. Qualifications:
  - a) Essential:
    - i) Passed SSC with at least 50 percent marks or equivalent grade from a recognised Board/Institute.
    - ii) Experience as MTS or equivalent
  - b) Desirable:

Passed Higher Secondary/Bachelor's degree.
4. Honorarium: Rs. 8,000/- per month (fixed and consolidated)
5. Age : Not more than 45 years
6. Nature of Appointment: Purely on temporary basis up to 31<sup>st</sup> March 2020
7. Headquarters: SCERT, Alto-Porvorim
8. Duty Hours: 9.30 am to 5.45 pm on all working days.

Candidates possessing the prescribed qualifications for above post may send their application addressed to the Director, SCERT by email (scertgoa@gmail.com) latest by 29<sup>th</sup> November 2019.



Sd/-  
Director-SCERT.

Encl: Prescribed format for above mentioned posts.



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**FORMAT OF APPLICATION FOR THE POST OF MTS**

1. Name of Candidate: \_\_\_\_\_
2. Father's /Mother's/Husband's Name: \_\_\_\_\_
3. Date of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_
4. Age as on 01/11/2019: \_\_\_\_\_ Years \_\_\_\_\_ Months
5. Address for Correspondence: \_\_\_\_\_  
\_\_\_\_\_
6. Mobile No. \_\_\_\_\_ Email ID: \_\_\_\_\_
7. Educational Qualifications

| Sr. No. | Examination Passed | Subject | Board/ University | Year of Passing | % of Marks obtained |
|---------|--------------------|---------|-------------------|-----------------|---------------------|
|         |                    |         |                   |                 |                     |
|         |                    |         |                   |                 |                     |
|         |                    |         |                   |                 |                     |
|         |                    |         |                   |                 |                     |

8. Work Experience, if any,
9. Languages Known:
10. Any other relevant information:

Certified that the information furnished above is true to the best of my knowledge and belief.

Signature of the Candidate

Date:

Place:

**(Note: Use additional Sheet if necessary)**



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**FORMAT OF APPLICATION FOR THE POST OF COORDINATOR**

1. Name of Candidate: \_\_\_\_\_
2. Father's /Mother's/Husband's Name: \_\_\_\_\_
3. Date of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_
4. Age as on 01/11/2019: \_\_\_\_\_ Years \_\_\_\_\_ Months
5. Address for Correspondence: \_\_\_\_\_  
\_\_\_\_\_
6. Mobile No. \_\_\_\_\_ Email ID: \_\_\_\_\_
7. Educational Qualifications

| Sr. No. | Examination Passed | Subject | Board/ University | Year of Passing | % of Marks obtained |
|---------|--------------------|---------|-------------------|-----------------|---------------------|
|         |                    |         |                   |                 |                     |
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8. Teaching Experience, if any:
9. Administrative Experience, if any,
10. Details of Knowledge of Computer, if any:
11. Languages Known:
12. Any other relevant information:

Certified that the information furnished above is true to the best of my knowledge and belief.

Signature of the Candidate

Date:

Place:

**(Note: Use additional Sheet if necessary)**



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**FORMAT OF APPLICATION FOR THE POST OF DATA ENTRY OPERATOR**

1. Name of Candidate: \_\_\_\_\_
2. Father's /Mother's/Husband's Name: \_\_\_\_\_
3. Date of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_
4. Age as on 01/11/2019: \_\_\_\_\_ Years \_\_\_\_\_ Months
5. Address for Correspondence: \_\_\_\_\_  
\_\_\_\_\_
6. Mobile No. \_\_\_\_\_ Email ID: \_\_\_\_\_
7. Educational Qualifications

| Sr. No. | Examination Passed | Subject | Board/ University | Year of Passing | % of Marks obtained |
|---------|--------------------|---------|-------------------|-----------------|---------------------|
|         |                    |         |                   |                 |                     |
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8. Work Experience, if any,
9. Details of Knowledge of Computer, if any:
10. Languages Known:
11. Any other relevant information:

Certified that the information furnished above is true to the best of my knowledge and belief.

Signature of the Candidate

Date:

Place:

**(Note: Use additional Sheet if necessary)**



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**FORMAT OF APPLICATION FOR THE POST OF CONSULTANT**

1. Name of Candidate: \_\_\_\_\_
2. Father's /Mother's/Husband's Name: \_\_\_\_\_
3. Date of Birth: \_\_\_\_\_ Gender: \_\_\_\_\_
4. Age as on 01/11/2019: \_\_\_\_\_ Years \_\_\_\_\_ Months
5. Address for Correspondence: \_\_\_\_\_  
\_\_\_\_\_
6. Mobile No. \_\_\_\_\_ Email ID: \_\_\_\_\_
7. Educational Qualifications

| Sr. No. | Examination Passed | Subject | Board/ University | Year of Passing | % of Marks obtained |
|---------|--------------------|---------|-------------------|-----------------|---------------------|
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|         |                    |         |                   |                 |                     |

1. Teaching Experience, if any:
2. Administrative Experience, if any,
3. Details of Knowledge of Computer, if any:
4. Languages Known:
5. Any other relevant information:

Certified that the information furnished above is true to the best of my knowledge and belief.

Signature of the Candidate

Date:

Place:

(Note: Use additional Sheet if necessary)