

No. GSS/Acad/NILP/01/2023-24/

Date: 16.05. 2023

**WALK -IN-INTERVIEW**

**Walk-in-Interview** shall be held in the **Directorate of Education, Alto Porvorim** on **30<sup>th</sup> and 31<sup>st</sup> May 2023 from 10.00 a.m onwards** for the post of (1) Resource Adult Trainees Coordinator (12 Nos); (2) Technical Assistant (MIS) (1 No.); (3) Accountant (1 No.); (4) Data Entry Operator (2Nos); (5) Multitasker (1 No.).

Interested candidates are requested to refer to the website: [www.scertgoa.gov.in](http://www.scertgoa.gov.in) for details about eligibility as well as scheduled dates for each category.

Sd/-  
**Director, SCERT**

**WALK -IN-INTERVIEW**

The **Walk-in-Interview** is fixed for the following posts in **Directorate of Education, Alto-Porvorim-Goa** as detailed below.

**Under New India Literacy Programme (NILP)**

Sr. No.	Name of the Posts	Place of Posting	Total No. of vacancies	Nature of appointment	Fixed consolidated monthly salary	Reporting Time
I	Resource Adult Trainees Coordinator	Anywhere in Goa	UR- 12	Purely on Contract basis for 6 months	Rs.12,000/-per month.	<b>On 30.05.2023 at 9.00 a.m.</b>
II	Technical Assistant (MIS)	Anywhere in Goa	UR-1	Purely on Contract basis upto 31.03.2024	Rs. 20,000/-per month.	<b>On 31.05.2023 at 9.00 a.m.</b>
III	Accountant	Anywhere in Goa	UR-1	Purely on Contract basis upto 31.03.2024	Rs. 20,000/-per month.	<b>On 31.05.2023 at 9.00 a.m.</b>
IV	Data Entry Operator	Anywhere in Goa	UR-2	Purely on Contract basis upto 31.03.2024	Rs. 15,000/-per month.	<b>On 30.05.2023 at 9.00 a.m.</b>
V	Multitasker/ Group-D	Anywhere in Goa	UR-1	Purely on Contract basis upto 31.03.2024	Rs. 11,000/-per month.	<b>On 31.05.2023 at 9.00 a.m.</b>

Sd/-  
Director, SCERT

**Educational and other requirements for the above posts is as under:-**

**I) RESOURCE ADULT TRAINEES COORDINATOR**

**a) Essential:** I) B.Ed/D.Ed

ii) Appointment will be on Contract basis for a period of 6months and can be extended with the approval of Executive Committee

**b) Age Limit:**As per Govt. norms

**c) Remuneration:** Fixed consolidated monthly salary of Rs.12,000/- per month

**II) TECHNICAL ASSISTANT (MIS)**

**a) Essential:** i)M.Sc. (Computer Science) / M.C.A./ B.E. (I.T./ Computer) /B.C.A./ B.Sc. (Computer Science)

ii) Appointment will be on Contract basis for a period of one year and can be extended with the approval of Executive Committee

**b) Desirable:** 3 years' experience in software application, development, implementing of large software Project, maintaining network.

**c) Age limit:**As per Govt. norms

**d) Remuneration:** Fixed consolidated monthly salary of Rs. 20,000/- per month

**III) ACCOUNTANT**

**a) Essential:**i) i) Graduate in Commerce from any recognized University.

ii) 2 years working in any Govt. or any Semi Govt. dept./reputed organization in accounting

iii) Minimum 6(six) months certificate Course or Diploma in Computer from recognized institute diet diat

iv) Knowledge of Konkani

v) Appointment will be on Contract basis for a period of one year and can be extended with the approval of Executive Committee.

**b) Desirable:** a) Knowledge of Tally software

b) Working knowledge of maintaining accounts in double entry cash book system.

**c) Age limit:**As per Govt. norms.

**d) Remuneration:** Fixed consolidated monthly salary of Rs. 20,000/- per month.

OR

Allot Additional charge to the Accountant posted at SCERT with fixed charge allowance of Rs. 5000/- per month.

**IV) DATA ENTRY OPERATOR**

- a) **Essential:** i) H.S.S.C. with 6 months Diploma in Computer from recognized Board Institution, Knowledge of Konkani  
ii) Appointment will be on Contract basis for a period of one year and can be extended with the approval of Executive Committee.
- b) **Age limit:** As per Govt. norms
- c) **Remuneration:** Fixed consolidated monthly salary of Rs. 15,000/- per month

**V) MULTITASKER/ GROUP D**

- a) **Essential:** i) Xth with 2 wheeler & 4 wheeler driving license, Computer Literate  
ii) Appointment will be on Contract basis for a period of one year and can be extended with the approval of Executive Committee
- b) **Desirable:** Knowledge of typing
- c) **Age limit:** As per Govt. norms
- d) **Remuneration:** Fixed consolidated monthly salary of Rs.11,000/- per month

The interested candidates who appear for **walk-in-interview** should report an hour before commencement of interview with an application and full bio-data alongwith original as well as xerox copies of all relevant documents including Residential Certificate, Employment Exchange Registration etc. The copies shall be inscribed with the statement "This certificate is true copy of the original" and self attested below the statement. **THE CANDIDATES REPORTING AFTER 10.00 A.M. ON SCHEDULED DATE SHALL NOT BE ENTERTAINED FOR INTERVIEW PLEASE BE NOTED.**

**N.B.: THE CANDIDATES WHO QUALIFIES FOR THE POST AND FULFILS ALL ABOVE REQUIREMENT SHALL BE INTERVIEWED FOR THE RESPECTIVE POST.**

Sd/-  
Director, SCERT