



MURGAON EDUCATION SOCIETY'S
COLLEGE OF ARTS & COMMERCE,
ZUARINAGAR, GOA – 403 726.

APPOINTMENT - NON- TEACHING STAFF

Advertisement No. MESC/NTS/2022-23/05

Applications are invited from eligible candidates for below mentioned post on Regular Basis

Sr. No	Name of the post	Category	No. of Post
01	Upper Division Clerk	General	01

Essential Qualifications

(a) Candidates should have Passed Higher Secondary School Certificate from a recognized Board or All India Council for Technical Education approved Diploma awarded by a recognized State Board of Technical Education or equivalent qualification from a recognized Institution.

(b) Six months Diploma in Computer Management/Applications from a recognized Institute.

Pay and service conditions as prescribed by Directorate of Higher Education, Government of Goa and other competent authority in force.

Age limit: Not exceeding 45 years. Relaxable for Government servants up to 5 years in accordance with the instructions or orders issued by Government from time to time.

For the above post, Knowledge of Konkani essential and knowledge of Marathi is desirable

Duly filled hard copy of google form / application in all respects should be submitted to the College Office along with self-attested photo copies of mark-sheets of all public examinations from SSC onwards, Birth certificate issued by a Competent Authority and valid Employment Exchange Registration Card, valid 15 years Residence (in Goa) Certificate, **on or before 08.04.2023**. Late/Incomplete applications will be rejected and no intimation will be sent to the applicants in this regard.

Note: Online submission of Google Form is for statistical purpose only. No Application form will be considered if the hard copy along with relevant documents is not submitted to the College office on or before 08.04.2023.

Link for filling google form is <https://forms.gle/QgZKQKrE2rjNCXf18>

Place: Zuarinagar-Goa
Date: 18.03.2023

Dr.Manasvi M. Kamat
Professor & Principal