

**UT ADMINISTRATION OF DAMAN & DIU,
DEPARTMENT OF EDUCATION, DISTRICT PANCHAYAT,
DHOLAR, MOTI DAMAN, DAMAN,**

Sub: Filling up vacancies in Mid Day Meal Scheme on short term contract basis in UT of Daman & Diu

Advt. No ADE/DP/MDM/Staff/2016-17/ 204

Date: 21/06/2016

WALK-IN-INTERVIEW (on contract basis)

Eligible candidates who fulfill the conditions mentioned below for the under mentioned posts which are to be filled on SHORT TERM CONTRACT BASIS may submit their applications in prescribed format giving full Biodata (Including Name, Address, Age, Date of Birth, Education and Professional qualification. Experience. Contact No. if any) along with one set of self attested photocopies of all academic qualifications/testimonials/experience certificates and one passport size photograph affixed on application. The candidates should submit their applications alongwith all required original certificates **on 4th July, 2016 between 08.00 a.m. to 10.00 a.m.** in the office of The Asstt. Director of Education (District Panchayat, District Panchayat Campus, Dholar, Moti Daman- 396220.

The Walk in interview will be conducted on **04th July, 2016 from 10.00 a.m.** onwards.

Sr. No.	Name of Post	No. of Post	Age Limit	Proposed Educational/Professional Qualification	Consolidated remuneration in Rs.
1.	MDM Coordinator	01 Post	Between 18 and 30 Years	<ul style="list-style-type: none"> - B.A. /B.Com. /B.Sc. /B.B.A. /B.C.A. with M.B.A. /M.S.W. from recognized University. - At least Two Years professional work experience in providing administrative support. - Knowledge in handling various computerized software and Microsoft Office. - Candidate must have proficiency in reading, writing, & speaking in English, Hindi, & Gujarati. 	25,000/- p.m.
2.	Data Entry Operator	01 Post	Between 18 and 30 Years	<ul style="list-style-type: none"> - Degree from recognized University - Candidate must have at least 6 months certificate course in computer from recognized institute. - English Typing speed 35 w.p.m. - Candidates must have proficiency in reading, writing & speaking in English, Gujarati and Hindi. 	15,000/- p.m.
3.	Multi tasking staff	01 Post-	Between 18 and 30 Years	<ul style="list-style-type: none"> - H.S.C. passed from recognized board. - Knowledge of English, Hindi, Gujarati. 	10,000/- p.m.

Note:

1. Any Indian citizen can apply for the post. However, applicant having domicile of Daman & Diu shall be given weightage in accordance with O.M. No.1-1-87-CS/PF/2823 dated 16-12-2013 subject to him / her producing Domicile Certificate issued by Mamlatdar, Daman / Diu.
2. The candidate found eligible shall be interviewed at the office of the Asstt. Director of Education, District Panchayat, Daman.
3. The candidates should also bring all the original certificates of Educational/ Professional Qualifications, Experience (if any), Proof of age etc. at the time of interview.
4. The candidate will be appointed on Short Term Contract Basis as per the requirement of UT Administration of Daman & Diu subject to availability of vacancies.
5. Reservations, relaxation of age limit and other concessions will be provided in accordance with the orders issued by the Central Government from time to time in this regard.
6. The selected candidate will not have any right or claim for regularization against the regular permanent vacancies.
7. The advertisement along with the application can be downloaded from the official website daman.nic.in.
8. The applicants are requested to log in to daman.nic.in for further updates. No personal letters will be issued for interviews process.


Asstt. Director of Education,
District Panchayat,
Daman.

UT ADMINISTRATION OF DAMAN & DIU
MID DAY MEAL SCHEME, DEPARTMENT OF EDUCATION
DISTRICT PANCHAYAT, DHOLAR, MOTI DAMAN

Affix your
photograph
here,
Self Attested

APPLICATION FOR THE POST OF : MID DAY MEAL CO-ORDINATOR, DATA ENTRY OPERATOR AND MULTI TASKING STAFF

1. Applicant Name (Block Letter) :- _____
2. Father's Name (in Block Letter) :- _____
3. Residential Address :- _____

4. Date of Birth (DD/MM/YYYY) :- _____
5. Age (as on 01/06/2016) :- _____
6. Gender :- _____
7. Nationality :- _____
8. Whether SC/ST/OBC/PH :- _____
9. Domicile DAMAN/DIU/ OTHERS (as appropriate)
10. Education Qualification: -

Sr. No.	Qualification	Year of Passing	Board/University	Total Marks	Obtained Marks	Percentage

11. Experience, if any

Name of Organization	Designation	Nature of Duty	Period of Service	
			From	To

Declaration :

I, declare that I fulfill all the conditions of eligibility regarding age limit and Education Qualification, Experience etc., for the post of _____

I declare that all statements made in this application form are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found suppressed/false or incorrect or ineligibility being detected before or after the examination, my candidature/appointment is liable to be cancelled.

(Signature of Candidate)
Unsigned application will be rejected

Dated:
Place: