

UT Administration of  
Dadra & Nagar Haveli  
Society for Promotion of Tourism Art and Culture  
Silvassa-396 230

**ADVERTISEMENT**

No. DNH/SPOTAC/ESTT/1/472

Date: 09/06/2016

Society for Promotion of Tourism Art and Culture, Dadra and Nagar Haveli, invites applications from eligible candidates for below mentioned posts on Contract Basis. The applications should reach the undersigned on or before 21/06/2016.

Name of the Post	No. of Post	Qualification and Experience	Job location	Salary per month
Senior Manager	01	MBA(Tourism)/PG MTA (Master of Tourism Administration) /PHD in Tourism Management/B.sc Travel & Tourism/PG Diploma in Management of Issues in Tourism &Travel /PG Diploma in Travel and Tourism Management or Equivalent with minimum 8 years of experience in Tourism Promotion and Tourism related activities.	Daman, Diu and Dadra & Nagar Haveli	` 1,20,000/- and travel expenses
Accountant	02	B.Com from any Govt. recognized University with minimum 1year experience in related field.	1 post for Daman-Diu and 1 post for Dadra & Nagar Haveli	` 20,000/-
Data Entry Operators	02	Graduation with certification in computer application with minimum 1 year experience in related field. Desirable qualification: knowledge of general office administration and typing skills in English and Hindi.	1 post for Daman-Diu and 1 post for Dadra & Nagar Haveli	` 15,000/-

Conditions:

- All applicants should be of Indian Nationality.
- The Governing body of SPOTAC reserves the right to relax any of the conditions in highly deserving case.

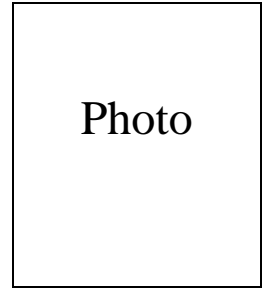
How to apply:

Candidates should apply with detailed bio data in the prescribed format suggested below with a recent passport size photograph duly self attested by themselves and photocopies of testimonials in support of qualifications, experience and age should be sent by RPAD/courier or by hand on or before 21<sup>st</sup> June, 2016 in a sealed cover subscribing in bold letters “APPLICATION FOR THE POST OF \_\_\_\_\_ FOR SPOTAC DAMAN-DIU / DADRA NAGAR HAVELI” (Applicant should mention the desired location i.e. Daman-Diu OR Dadra Nagar Haveli) to the address mentioned below:

The Member Secretary (SPOTAC)  
Department of Tourism  
UT Administration of Dadra and Nagar Haveli  
Shaheed Chowk, Near Tribal Museum,  
Silvassa – 396 230  
Phone: 0260- 2641399

Sd/-  
Member Secretary (SPOTAC)  
Dadra & Nagar Haveli,  
Silvassa

Application Format



1. Name in Full:
2. Father's Name:
3. Present Postal Address:
4. Email:
5. Nationality:
6. Date of Birth:
7. Educational Qualification:  
(From Matriculation onwards with percentage of marks, board/ university from where passed, Subjects taken and year of passing in tabular form)  
\*Copy of Certificates to be submitted
8. Field of specialization:
9. List of previous Employments:  
(In order of most recent first together with designation, Period of service, details of duties, pay scale, gross salary Drawn and reasons for leaving, in tabular form)
10. Any other relevant information:

Signature of the candidate