

SATERI PISANI EDUCATION SOCIETY'S
Shri. Gopal Gaonkar Memorial
GOA MULTI-FACULTY COLLEGE
Dharbandora-Goa

NH-4A, Ponda-Belgaum Road, Dayanand Nagar.
Tal. Dharbandora District- South Goa 403406

Website: www.gmfc.ac.in Email Id: gmfcgoa2013@gmail.com

Contact No.7499918482 / 7499918491

APPOINTMENT

The applications are hereby invited from eligible candidates in the prescribed "Application Form" with self-attested/certified true copies of marks secured from S.S.C. onwards for filling up the below mentioned Non-Teaching post. The last date for filling up the applications for the post is 18/03/2026.

Sr. No	Designation	No. of Post	Nature of post	Reservation
01	Lower Division Clerk	01	Contract basis, against Maternity leave vacancy	UR

Educational and other qualifications:

Essential:

(I) Possessing Higher Secondary School Certificate or All India Council for Technical Education approved Diploma awarded by recognized State Board of Technical Education or equivalent qualification from recognized Institution. (ii) Knowledge of Computer applications/ operations with typing speed of 30 words per minute in English. (iii) Knowledge of Konkani. (iv) Candidate should have minimum of 15 years of Residence in Goa (Domicile). (v) Registration with Employment Exchange. (vi) Atleast one year working experience: (a) as an apprentice under the Apprentices Act; or (b) in a Government Department/ Organization/ Office/ Institute; or (c) in a Semi-Government Organization/ Office/ Institute; or (d) in a Factory/ Company; or (e) in any other private Establishment where not less than 05 persons are employed.

Note: In case of clause (e) above, the application shall be accompanied by the following documents, namely: - (i) certificate of experience issued by employer. (ii) certified copy of Registration Certificate of establishment issued by the Labour Inspector. (iii) certified copy of the Statement in form I submitted by employer to the Labour Inspector.

Desirable: Knowledge of Marathi.

Kindly refer College website "www.gmfc.ac.in" for further details/updates of the said post regarding the test and related matter.

The call letters for the test will be sent by email only.

Sd/- Principal
08/03/2026