



KUSHAVATI DISTRICT MINERAL FOUNDATION (TRUST)

(Established by the Govt. of Goa u/S 9B of MMDR Act, 1957)

Room No. 30, Ground Floor, Mathany Saldanha Administrative Complex,
Margao, Goa - 403601

Website: dmf.goa.gov.in Email: kushavatidmfgoa@gmail.com

No. 04/145/2023/Minor/Mines/42

Date: - 04/09/2026

ADVERTISEMENT

VACANCY OF 01 (ONE) ACCOUNTANT AND 01 (ONE) ASSISTANT ON CONTRACT BASIS FOR KUSHAVATI DMF (TRUST)

The Kushavati District Mineral Foundation (DMF) Trust (Formerly Known as South Goa District Mineral Foundation Trust), is notified under Section 9B of the Mines and Minerals (Development and Regulation) Act, 1957 and under Goa District Mineral Foundation (Trust) Rules, 2018. The primary objective of the DMF is to work for the interest, benefit and sustainable development of persons and areas affected by mining related operations. The DMF is funded by statutory contributions from mining lease holders. The objective of the DMF is to utilize the fund accumulated in an effective, transparent and accountable manner as per the Goa DMF Rules and the Pradhan Mantri Khanij Kshetra Kalyan Yojana (PMKKKY) Guidelines.

2. Applications are hereby invited by the Kushavati DMF (Trust) for filling the post of 01 (One) Accountant and 01 (One) Assistant on contract basis for a period of 12 months.

Sr. No.	Post	No. of Posts	Qualifications	Experience	Consolidated Remuneration per month in ₹	Remarks
1	Accountant	01	(i) Degree of a recognized University in Commerce. (ii) Knowledge of Computer operations, bookkeeping, TDS,	Preferably candidates having at least 2 years' Accounts related experience in Government/ Semi-Government/ Trust.	35,000/-	Purely on contract basis for a duration of 12 months.

			GST, Tally and all other accounting work. (iii) Knowledge of Konkani Essential and Marathi Desirable.			
2	Assistant	01	(i) Graduation or HSSC with diploma or short term course in Modern Office Management or similar. (ii) Knowledge of Computer operations (iii) Knowledge of Konkani Essential and Marathi Desirable.	Preferably candidates having at least 2 years' experience working in Government/ Semi-Government.	25,000/-	Purely on contract basis for a duration of 12 months.

Note: Age Limit for above posts – Not exceeding 45 years as on the date of advertisement.

3. Interested and eligible candidates fulfilling the requirements prescribed above are requested to download the Application Form available on website: <https://dmf.goa.gov.in/> for above mentioned posts and submit in hard copy separately for each above post along with the supporting documents along with proof of qualifications, experience and date of birth. The applications should be complete in all respects with self-attested copies

of certificates as proof of educational qualifications, birth certificate, 15 years residence certificate in Goa issued by the competent Authority, experience related documents, complete postal address, contact number and email id. The applicant shall affix latest passport size photograph on the application.

4. The hard copy of duly filled application form should address to Chairperson Kushavati DMF, Room No. 30, Ground Floor, Mathany Saldanha Administrative Complex, Margao, Goa – 403601 and should reach this office **on or before 18/ 09/2026** during working hours.

5. Applications of candidates who do not possess essential qualification for the post or valid certificates/documents are liable to be rejected.

6. The KDMF(T) shall have the right to cancel the recruitment process without assigning any reason thereof.

7. The KDMF(T) reserves the right to devise methods of selection of candidates for the posts based on merit.

Place: Margao, Goa

Date: 04/09/2026

Sd/-

Chairperson (Kushavati DMF)

APPLICATION FORM

**Affix a
recent
Passport
Size Photo**

To,
The Chairperson,
Kushavati District Mineral Foundation (Trust),
Room No. 30, Ground Floor, Mathany Saldanha Administrative
Complex, Margao, Goa – 403601

1. Name of applicant in full (in Block Letters):-

.....
(First Name) (Middle Name) (Last Name)

2. Name of the post applied for:- APPLICATION FOR THE POST OF

.....

3. Gender:- (Male/Female)

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4. Marital Status:-

.....

5. Father's/Husband's Name:-

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6. Address for correspondence (Block letters):-

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7. Contact Mobile Number:-

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8. Email-ID:

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9. Date of Birth (dd/mm/yyyy):-

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10. Age as on Date of Advertisement (yy/mm):-

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11. Whether residing in Goa for last 15 years (Yes/No).....(If yes, attach valid
Certificate).....

12. Nationality: -

.....

13. Details of Essential Qualifications: -

Sr. No.	Examination Passed	Month & Year of Passing	Grade/ Class/ Division	Name of Board/ University	Marks/Percenta ge Obtained

14. Additional qualifications, if any (other than essential qualifications):-

Sr. No.	Examination Passed	Month & Year of Passing	Grade/ Class/ Division	Name of Board/ University	Marks/Percentage Obtained

15. Languages Known: - (Please tick appropriate column)

Name of Languages	Read	Write	Speak
English			
Konkani			
Marathi			
Hindi			
If other, please specify			

16. Details of Work Experience:-

Sr. No.	Name of the Organisation/Institution/Establishment	Designation of the posts held	Nature of work handled	From	To

Place : _____
Date : / /2026

I certify that the above facts are true to the best of my knowledge and belief and I understand that I subject my candidature to be cancelled in the event that the above facts are found to be falsified.

Signature of the Candidate