गोंय विद्यापीठ
ताळगांव पठार
गोंय - ४०३ २०६
फोन: +९१-८६६९६०९०४८

ATMANIRBHAR BHARAT
SWAYAMPURNA GOA

Goa University
Taleigao Plateau, Goa - 403 206
Tel   :   +91-8669609048
Email : registrar@unigoa.ac.in
Website: www.unigoa.ac.in

(Accredited by NAAC)

GU/Admn.(NT)/496/2024/684   Date: 07 / 11/ 2024

NOTIFICATION

Goa University invites applications online purely on **Contract Basis** for the following post:-

Sr. No	Name of the post	No. of Post & Category	Consolidated Salary
1.	Assistant Registrar	3 (2-UR , 1- OBC)	67410/-

The appointment will be purely on Contract basis for a period of Eleven Months only and shall have no claim whatsoever for any permanent post due to this appointment.

Detailed information can be downloaded from University website www.unigoa.ac.in. Last date for submission of online application form is **22nd November 2024 at 12:00 noon**.

Sd/-
(Prof. V.S. Nadkarni)
REGISTRAR

Information Brochure

Goa University invites applications **online** (http://gums.unigoa.ac.in/gums/#/rec_OnlineRegistrationForm) for the following post :-

Sr. No	Name of the post	No. of Post & Category	Consolidated Salary
1.	Assistant Registrar (on Contract Basis)	3 (UR- 2 , OBC-1)	67410/-

The appointment will be purely on Contract basis for a period of Eleven Months and shall have no claim whatsoever for any permanent post due to this appointment.

LAST DATE : 22nd November 2024 at 12:00 noon.

Application Fee: ₹ **1000/-**

SC/ST category candidates have to pay only 50% (fifty percent) of the application fees. Physically disabled candidates are exempted from the payment of application fees.

Applications duly filled **online** in all respects along with the prescribed application fee and relevant enclosures shall be submitted online on or before **22nd November 2024 at 12:00 noon.**

Eligibility:

Essential:

i)   The minimum qualifications will be Master's degree with at least 55% of the marks. (50% for candidates belonging to SC/ST) or its equivalent grade of B in the UGC seven point scale along with good academic record.
ii)   Knowledge of Konkani.
iii) 15 years Residence/Domicile Certificate in Goa issued by the competent authority (Office of Mamlatdar).

Desirable:

i) Knowledge of Marathi.

Age limit: 45 years (Relaxable for candidates belonging to reserved category as per Goa State Government rules).

General Information

1. Candidates are advised to read the Information Brochure carefully.
2. Candidates shall have to first register themselves on the online portal. Once registered, the candidate shall receive a mail to his/her registered mail ID providing the reference number. Candidate shall use Login details as per the given format below :-
    i.   Login: (candidates registered email ID)
    ii. Password: (reference number as indicated in the email).
3. There are 7 (seven) parts which are required to be filled. Every part of the information on the application form shall be saved by the candidate. The candidate is permitted to edit any of the part of the information filled until it is finally uploaded. If necessary, the candidate may log out and login later to edit or complete the rest of the parts of the application form.
4. The Candidates shall upload clear scanned images of certificates, wherever applicable.
5. The self declaration form should be downloaded and signed by the candidate and then signed declaration form should be uploaded. Those candidates who are employed shall submit their signed Declaration form after necessary endorsement by Head of Department/institution.

6. Candidates shall also upload the following valid documents while submitting their applications:
    a. 15 years valid Residence Certificate/Domicile Certificate in Goa issued by the competent Authority of the State of Goa.
    b. Valid Caste/Category certificate issued by the competent authority of the State of Goa if the candidate belongs to Schedule Caste/Scheduled Tribe/Other Backward Class (Non Creamy Layer certificate in respect of OBC Candidates) and EWS.
    c. Valid Certificate for Person with Disabilities issued by the competent authority, if applicable.
    d. Testimonials (not more than two)
    e. Passport size Color photograph of 3.5 x 3.5 cm (avoid white/ light background) with file size less than 100 kb in JPEG format having 80% coverage of face.
    f. Certificate from the employer stating the pay and allowance drawn at present.

    Note : All the certificates should be valid at the time of uploading. Request to accept valid certificate after the last date of submission of online application shall not be entertained and such applications shall be summarily rejected.

7. Once uploaded, the candidate shall not be permitted to edit any information in the application form.
8. Payment should be made by Credit Card/Debit Card/Online Banking. Ensure that you get a success message for the transaction. It may be noted that additional fees towards online banking services if any, shall be deducted by the Bank.
9. If the money is deducted from bank account during payment and the candidate has not received payment success message, then candidates are instructed to inform immediately to recruit.nt@unigoa.ac.in. Do not retry to pay in such cases.
10. The fee, once paid, shall not be refunded under any circumstances.
11. Any change of address, as given in Personal Information part of the application form, should be communicated immediately by email at **recruit.nt@unigoa.ac.in** .
12. Incomplete application form and application without the requisite fee shall not be considered.

13. Candidates called for interview shall have to present themselves at their own expenses. No TA/DA shall be paid to the candidates.
14. The University reserves the right not to fill up the post advertised.

15. Canvassing in any form by or on behalf of the candidate shall lead to disqualification of the candidate.
16. The University reserves the right to accept/reject applications received after the last date specified.
17. Candidates are advised to satisfy themselves before applying that they possess the prescribed qualifications. No query seeking advice as to eligibility will be entertained.
18. Documents required are to be Uploaded wherever applicable:-

Sr. No.	Particulars of the Documents	Maximum Page Size	Format
	Personal Information		
1.	Candidate latest Photograph	3.5 x 3.5 cm	.JPEG
2.	Birth Certificate	A4	.JPEG
3.	Valid 15 years Residence / Domicile Certificate in Goa issued by competent authority	A4	.JPEG
4.	Valid Caste/Category Certificate (SC/ST/OBC/EWS) (if applicable)	A4	.JPEG
5.	Person with Disabilities Certificate (If applicable)	A4	.JPEG
	Educational Qualification		
6.	SSC or equivalent	A4	.JPEG
7.	HSSC or equivalent	A4	.JPEG
8.	Bachelors Degree Certificate and Marksheet	A4	.JPEG
9.	Master's Degree Certificate and Marksheet	A4	.JPEG
10.	Other Certificates if any	A4	.JPEG
	Employment Details		
11.	Experience Certificate (if applicable)	A4	.JPEG
12.	Salary Certificate (if applicable)	A4	.JPEG
	References and Testimonials		
13.	Testimonials (if applicable)	A4	.JPEG
	Declaration		
14.	Declaration Form	A4	.JPEG

Sd/-
(Prof. V. S. Nadkarni)
REGISTRAR

Date : 07/ 11/ 2024