



GOA UNIVERSITY
Sub Post Office Goa University
Taleigao Plateau, Goa – 403 206 INDIA

Information Brochure

Goa University invites applications **online** for the following post:-

Sr. No	Name of the Post	No. of Posts	Category	Consolidated salary (per month)	Nature of vacancy
1.	Junior Programmer	08	UR-04 OBC-02 ST-01 EWS-01	Rs.30,375/-	On Contractual basis

LAST DATE : 01. 02. 2021.

Application Fee: ₹ 200/-

Kindly use the below link to apply online:

<http://gums.unigoa.ac.in/gums/#/rec> **OnlineRegistrationForm**

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 **01.02.2021.**

a) Essential:

i) Graduate in any stream with one year Post Graduate Diploma in Computer Science /Computer Application/Data Science from a recognized University.

OR

Bachelor degree in Computer Science/Computer Application/Data Science from a recognized University.

OR

Bachelor of Engineering in Computer/Computer Science/Information Technology from a recognized University.

OR

Bachelor of Vocation (Software Technologies)

ii) At least 2 years experience in software development and data processing or Network System administration in a recognized organization.

iii) Knowledge of Konkani.

iv) 15 years Residence Certificate in Goa issued by the competent authority.

b) Desirable:

i) Knowledge of Marathi

General Information

1. Candidates are advised to read the **Information Brochure** carefully to check & satisfy themselves before applying that they possess the prescribed qualifications. No query seeking advice as to eligibility will be entertained.
2. The University reserves the right to accept/reject applications received after the last date specified.
3. Candidates must have a valid e-mail id. Those Candidates who do not have a valid e-mail id have to create the same.
4. Candidate has to first register himself/herself. Once registered, the candidate will receive a mail to his/her registered mail id providing the reference number. Candidate has to use Login details as per the given format below :-
 - a. Login : (**candidate's registered email id**)
 - b. Password : (**reference number as indicated in email**).
5. There are **7(seven)** parts which are required to be filled. The candidates may keep on saving the various parts of the application. The candidate is permitted to edit any of the parts 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.
6. Payments 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.
7. Once uploaded, the candidates will not be permitted to edit anything in the application form.
8. Download the PDF form of declaration and after it is duly filled and signed by the candidate, a scanned copy of the same should be uploaded. The second part of the declaration Form may be ignored.
9. Candidates should also upload, wherever asked, their degree certificates, statement of marks or other certificates in support of their educational qualifications.
10. Candidates should also upload while submitting their applications the following documents:
 - a. 15 years Residence / Domicile Certificate in Goa issued by the competent authority.
 - b. Valid Caste certificate issued by the competent authority of the State of Goa should be submitted if the candidate belongs to Scheduled Caste/ Scheduled Tribe/ Other backward class.
 - c. Passport size Colour photograph of 3.5 x 3.5 cms (avoid white/ light background) with file size less than 100 kb in JPEG format having 80% coverage of face.
11. The fee, once paid, will not be refunded under any circumstances.
12. Any change of address, as given in Personal Information part of the application form, should be communicated immediately to the Registrar, Goa University at registrar@unigoa.ac.in or jointregadmin@unigoa.ac.in.
13. Incomplete application form and application without the requisite fee will not be considered.
14. Candidates are advised to satisfy themselves before applying that they possess the prescribed qualifications.

15. The Candidates should appear for a written test scheduled on **23/02/2021 at 10.00 a.m.** Refer the Goa University website www.unigoa.ac.in for venue three days before the written test.
16. The candidates will be shortlisted based on the performance in the written test.
17. Candidates called for interview will have to present themselves at their own expenses. No TA/DA will be paid to the candidates.
18. The University reserves the right not to fill up the post advertised.
19. Canvassing in any form by or on behalf of the candidate shall lead to disqualification of the candidate.
20. **Documents required to be Uploaded wherever applicable :-**

Sr. No.	Particulars of the Documents	Maximum Page Size	Format
1.	Candidate's Photograph	3.5 x 3.5 cm	.JPEG
2.	Birth Certificate	A4	.JPEG
3.	15 years Residence / Domicile Certificate in Goa issued by competent authority	A4	.JPEG
4.	Caste Certificate (SC/ST/OBC)	A4	.JPEG
5.	Person with Disabilities Certificate	A4	.JPEG
6.	Birth Certificate	A4	.JPEG
7.	SSC or equivalent	A4	.JPEG
8.	HSSC or equivalent	A4	.JPEG
9.	Bachelor's Degree Certificate as mentioned in the essential qualifications	A4	.JPEG
10.	Other Certificates, if required	A4	.JPEG
11.	Declaration Form	A4	.JPEG

Sd/-
OFFICIATING REGISTRAR

Date: 21/01/2021