INFO TECH CORPORATION OF GOA LIMITED

(A Government of Goa Undertaking)
(An ISO 9001: 2015 & ISO 27001:2013 Certified Company)
IT HUB, 3rd Floor, Altinho, Panaji-Goa 403 001
Email: md-itg.goa@nic.in   Web: https://infotech.goa.gov.in

Advt. No. ITG/Appointments/GTDC/23-24/2327   Date: 10.11.2023

PUBLIC NOTICE FOR EMPANELMENT OF MANPOWER

The Department of Tourism, Government of Goa has appointed Info Tech Corporation of Goa Limited for providing the services of Manpower. ITG proposes to empanel the following Manpower **ON ASSIGNMENT BASIS**.

Sl No.	Name of the Post	No. of posts	Educational, other Qualification and pay
1.	Information Assistants	**6 posts (Contract)**	*Essential:* **1.** Degree of a recognized University or equivalent. **2.** *Age limit* – not exceeding 35 years of age as on date of publication of advertisement with residence of Goa for 15 years. **3.** *Desirable:* Knowledge of Konkani and/or Marathi. 4. Consolidated monthly pay – Rs. 35,400/-.
2.	Junior Stenographer	**1 post (Contract)**	*Essential:* **1.** Higher Secondary School Certificate from a recognized Board or All India Council for Technical Education approved Diploma awarded by a recognized State Board of Technical Education. **2.** Speed of 100 words per minute in Short Hand and 35 words per minute in typing. **3.** Minimum three months certificate course in Computers. **4.** *Age limit* – not exceeding 45 years of age as on date of publication of advertisement with residence of Goa for 15 years. **5.** Knowledge of Konkani. **6.** Consolidated monthly pay – Rs. 30,900/-. *Desirable:* Knowledge of Marathi.

Note :
1. Consolidated monthly fees shall be as per Government Rule under Sixth Pay Central Pay Commission Scales.
2. Age limit shall be relaxable as per Government Rule.
3. Considering the increase in the requirements during the course of one year, ITG shall recruit additional above posts which may arise which will be filled by recruiting the candidates who applied in response to this advertisement from the waiting list drawn by ITG.

How to Apply:
a. The interested candidates may visit our official website https://infotech.goa.gov.in under APPOINTMENTS section for filling the application form online latest by **17:00** hours on **27th November, 2023**.

Mode of Selection:

a. The eligible candidates would be called for a skill test and those who obtain minimum Qualifying marks will be called further for Practical examination/Interviews as the case may be. The minimum Qualifying Marks for Short listing of the candidates for Practical examination/Interviews will be 25 Marks (to be obtained for skill test), final selection would be based on performance in the skill test & practical examination/Interviews. The time, date and venue of the skill test & practical examination would be intimated through SMS, email, ITG website and names will be displayed on the notice board of ITG.

b. The candidate shortlisted for practical examination/Interviews shall attend practical examination/Interviews along with two passport size photographs, self attested photocopies of all documents in support of age, education and other qualifications, work experience, valid employment registration, 15 years of residence certificate issued by the Competent Authority.

c. Appointment shall be subject to the scrutiny and authentication/verification of the documents submitted by the applicants.

d. Application for post in ITG does not confer any right / assurance whatsoever that the applicant will be appointed with ITG.

All the applications are to be submitted online only. In case of any assistance the candidate may visit office during office hours. The applications received by post/courier/hand delivery etc. or submitted after the prescribed date, including incomplete and /or without the relevant documents as mentioned above, shall be summarily rejected.

MANAGING DIRECTOR