



Info Tech Corporation of Goa Ltd. (ITG)
(A Government of Goa Undertaking)
[An ISO 9001:2015 Certified Company]
IT Hub, 3rd Floor, Altinho, Panaji – Goa 403 001
Ph. No. 2226024 / 2225192



Advt. No. ITG/Appointments/PMU/22-23/1623

Date: 30.09.2022

APPOINTMENTS

Applications are invited by ITG for filling up of the following posts on **CONTRACT** basis in Project Management Unit.

Sl No.	Name of the Post	No. of posts	Educational, other Qualification and pay
1.	Project Manager & Team Leader	1 post (Contract)	<u>Essential:</u> 1. *Degree in any discipline from a recognized University with a full time Master's in Business Administration from a recognized University. 2. <i>Experience:</i> A minimum of total 8 years of experience with atleast 4 years of experience as Team Lead/project management in advising Central or State Government or renowned organisations. 3. Knowledge of Konkani. <u>Desirable:</u> Knowledge of Marathi. Consolidated Monthly Salary - Rs. 90,000/-
2.	Business Development Officer	1 post (Contract)	<u>Essential:</u> 1. Degree in any discipline from a recognized University with a full time Master's in Business Administration/Two Year's full time Post Graduation Diploma in Business Administration from a recognized University. 2. <i>Experience:</i> Should have minimum five years experience working with Government systems and protocols and should have independently handled project including bid management and associated administration. 3. <i>Age limit</i> – not exceeding 42 years of age as on date of publication of advertisement with residence of Goa for 15 years. 4. Knowledge of Konkani. <u>Desirable:</u> Knowledge of Marathi. Consolidated Monthly Salary - Rs. 60,000 /-
3.	Legal Assistant	1 post (Contract)	<u>Essential:</u> 1. Degree in Law from a recognized University/Institute. 2. <i>Experience:</i> Should have minimum three years experience of legal work working with Government or legal department or practice of Law for three years as an Advocate. 3. <i>Age limit</i> – not exceeding 42 years of age as on date of publication of advertisement with residence of Goa for 15 years. 4. Knowledge of Konkani. <u>Desirable:</u> Knowledge of Marathi. Consolidated Monthly Salary - Rs. 47,000/-
4	Technical Executive (IT)	1 post (Contract)	<u>Essential:</u> 1. Degree in Engineering (Computer / Information Technology / Electronics). 2. <i>Experience:</i> 2 year experience in line. 3. <i>Age limit</i> – not exceeding 42 years of age as on date of publication of advertisement with residence of Goa for 15 years. 4. Knowledge of Konkani. <u>Desirable:</u> Knowledge of Marathi. Consolidated Monthly Salary - Rs. 47,000/-

5.	Junior Engineer (Civil)	2 posts (Contract)	<u>Essential:</u> 1. Diploma in Engineering (Civil Engineering) or equivalent from recognized Institute. 2. Experience: 2 years experience in the line. 3. Age limit – not exceeding 42 years of age as on date of publication of advertisement with residence of Goa for 15 years. 4. Knowledge of Konkani. <u>Desirable:</u> Knowledge of Marathi. Consolidated Monthly Salary - Rs. 39,000/-
6.	Junior Engineer (Electrical/Mechanical)	2 posts (Contract)	<u>Essential:</u> 1. Diploma in Engineering (Electrical Engineering/Mechanical Engineering) from recognized Institute. 2. Experience: 2 years experience in the line. 3. Age limit – not exceeding 42 years of age as on date of publication of advertisement with residence of Goa for 15 years. 4. Knowledge of Konkani. <u>Desirable:</u> Knowledge of Marathi. Consolidated Monthly Salary - Rs. 39,000/-
7.	Site Supervisor	2 posts (Contract)	<u>Essential:</u> 1. SSCE and Trade Certificate in Civil Draughtsmanship/Electrical from a recognized Industrial Training Institution. 2. Experience: 2 years experience in the line. 3. Age limit – not exceeding 42 years of age as on date of publication of advertisement with residence of Goa for 15 years. 4. Knowledge of Konkani. <u>Desirable:</u> Knowledge of Marathi. Consolidated Monthly Salary - Rs. 26,500/-
8.	Executive Assistants	2 posts (Contract)	<u>Essential:</u> 1. Graduate in any discipline from a recognised University or equivalent. 2. Knowledge of Computer 3. Knowledge of Konkani <u>Desirable:</u> 1. Knowledge of Marathi Consolidated Monthly Salary - Rs. 26,500/-
9.	Multi Tasking Staff	2 posts (Contract)	<u>Essential:</u> 1. Middle School or equivalent qualifications preferably in English. 2. Age limit – not exceeding to 42 years 3. Knowledge of Konkani <u>Desirable:</u> Knowledge of Marathi. Consolidated Monthly Salary - Rs. 24,000/-

Note :

*Relaxation shall be given as regards to Educational, other Qualification for a person who has served in a Regular Army, Navy or Airforce of India.

Considering the increase in activities of ITG 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:

- The interested candidates may visit our official website www.infotech.goa.gov.in under APPOINTMENTS section for filling the application form online latest by **17:00** hours on **14th October, 2022**.

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 Shortlisting of the candidates for Practical examination/Interviews will be 25 Marks (to be obtain 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