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DIU HIGHER EDUCATION SOCIETY
U.T. ADMINISTRATION OF DADRA AND NAGAR HAVELI
AND DAMAN AND DIU
OFFICE OF THE PRINCIPAL
DIU COLLEGE, EDUCATION HUB-KEVDI, DIU – 362520 (U.T.)

No.1.1503/P.(I)/2013-14/OS/ 857

Date: 29/08/2022

ADVERTISEMENT

Diu Higher Education Society, Diu invites applications from eligible candidates for below mentioned post under the DHES on short term contract basis.

Sr. No.	Name of Post(s)	No. of Post(s)	Educational Qualification	Age Limit / Relaxation
1	Administrative Officer (Salary Rs. 50,000/- fixed per month)	01	Essential :- i) Master's Degree of a recognized University/institute. ii) 3 years of experience in Accounts/Administration/ Establishment work in Government Office/PSU/Autonomous. iii) CCC from recognized body/Institute/ University. Note 1: Qualifications are relaxable at the discretion of the Selection Committee in the case of candidates otherwise well qualified. Note 2: The qualification(s) regarding experience is/are relaxable at the discretion of the Selection Committee for reasons to be recorded in writing in the case of candidates belonging to the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved from them.	Note exceeding 35 years. Note: - Relaxable for SC/ST/OBC/PH and other special categories in accordance with the instructions or orders issued by the central Government or UT Administration.

GENERAL CONDITIONS:

- 1) The eligible candidates should email their applications in given prescribed format along with original scanned copies of Education Qualification, Experience and other requisite documents and certificates on or before 13/09/2022 upto 05:00 P.M (Email id:diucollege@gmail.com) and also send 01 set of self-attested photocopy of the same to this office before 16/09/2022 through **Reg. AD only**.
- 2) The above post is purely temporary on short term contract basis. The selected candidate will not have any rights to claim for permanent post in future. The contract appointment can be terminated at any time by the DHES, Diu.
- 3) Incomplete applications/applications without necessary documents will summarily be rejected.

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- 4) No correspondence will be entertained as regards incomplete and time barred applications. Canvassing in any form will lead to disqualification.
- 5) Application received after due date & time will be considered as rejected.
- 6) Any addendum/dedendum/corrigendum shall be posted on the website only.
- 7) Only shortlisted & eligible candidates will be contacted for further rounds of selection.
- 8) No TA/DA shall be paid for attending the interview.



ajinkya Kumar

Principal, Diu College &
Member Secretary, EC, DHES, Diu

Copy to:

- 1) The Secretary (Higher and Technical Education) DNH & DD.
- 2) The Registrar, Saurashtra University, Rajkot.
- 3) NIC, Diu to upload on the website