

Xaverian Educational Society
Fr. Agnel College of Arts & Commerce
Pilar, Goa 403 203

VACANCY

Applications are invited from Indian Nationals for the following un-reserved post

Lower Division Clerk (LDC) On Contract Basis Post (EOL)

Educational & other qualifications:

- Passed HSSC Examination or equivalent qualification from a recognised Board/Institution
- Minimum six months Diploma Course Certificate in Computer

Essential:

- Knowledge of Konkani

Desirable:

- Knowledge of Marathi

Atleast one year working experience:

- (a) As an apprentice under the Apprentices Act; or
- (b) In a Government Department/organisation/office/institute; or
- (c) In a Semi-Government Organisation/Office/Institute; or
- (d) In a Factory/Company; or
- (e) In any other private establishment where not less than 05 people are employed

Age limit: Not exceeding 45 years (relaxable for Government Servants upto five years in accordance with the instructions or orders issued by the Government from time to time)

Scale of pay and terms and conditions of service: as prescribed by Directorate of Higher Education and other competent authorities.

Complete application with self attested photocopies of marksheets from SSC onwards, Birth Certificate, valid 15 years residence certificate (in Goa) issued by a competent authority, and valid Employment Registration card, addressed to the Principal, Fr. Agnel College of Arts & Commerce, Pilar, Goa 403203, should be submitted (in hard copy format) along with photograph within 15 days of issue of this advertisement. The Application should specify contact details like full name, complete postal address, email ID, mobile number. Late / incomplete applications will be rejected. Candidates who are already employed shall send their application through the proper channel. The Principal reserves the right to fill the above mentioned post. Intimation letters to qualified candidates for the Interview will be sent through email only.

30-08-2026

Prof. (Dr.) Annie Rajan
Principal