

**Vidya Vikas Mandal's**  
**GOVIND RAMNATH KARE COLLEGE OF LAW**  
**Shree Damodar Educational Campus**  
**P.O. Box. 777, G.R. Kare Road, Tansor, Comba**  
**Margao-Goa 403601**  
**website: www.grkarelaw.edu.in**

Applications are invited for the following post stating full name, address, contact number, Email ID, age with date of birth, educational qualifications with marks, experience, along with self-attested copies of certificates of qualifications, experience, birth, valid Employment Exchange Registration card, residential certificate for 15 years issued by Competent Authority, and all other relevant details.

**1. Post : Lower Division Clerk**

**2. No. of Posts : 01 - Unreserved**

**3. Qualifications:**

**Essential**

a) Higher Secondary School Certificate or All India Council for Technical Education approved Diploma awarded by a recognized State Board of Technical Education or equivalent qualification from a recognized Institution.

b) Should be Computer Literate.

c) Knowledge of Konkani

**Desirable**

a) Knowledge of Marathi

**4. Permanent / Temporary : Permanent**

**5. Upper age Limit: Age not exceeding 45 years**

**6. Pay: Rs. 19900/- + Allowances – Level No. 2 and cell no.1 of the seventh pay matrix table**

Note: Age is relaxable by 5 years for Government servants, by 3 years in case of OBC candidates, by 5 years in case of ST/SC candidates, by 10 years in case of PwD and in accordance with instructions / orders issued by the Government in cases of Ex-servicemen, Sports persons and CFF.

Applications should be addressed to The Principal, VVM's Govind Ramnath Kare College of Law, Margao Goa, and reach the College within 15 days from the date of publication of this advertisement on the above mentioned address.

Incomplete applications in any manner and beyond the prescribed date will not be considered. Government servants should apply through Proper Channel.

The appointing authority reserves the right to devise methods of selection of candidate for the post based on merit. Any applicant who attempts to influence the selection process will be disqualified.

**Dr. Saba Da Silva**  
**Principal**