

**U.T. ADMINISTRATION OF  
DADRA AND NAGAR HAVELI AND DAMAN AND DIU  
DIRECTORATE OF EDUCATION  
SAMAGRA SHIKSHA,  
DAMAN**

No. ADM/SS/RECRUITMENT/2022-23/484

Date: 01 /03/2023.

**NOTICE**

Vide advertisement No. ADM/CONSULTANT/2020-21/333 dated 09/02/2023 (Copy enclosed) for the **01 Post of Planning Monitoring & Evaluation Consultant, 01 Post of IT Consultant, 01 Post of Data Analyst, 03 Post of Subject Expert for FLN and 02 Post of Data Entry Operator** purely on Contract Basis under 'Samagra Shiksha' the last date of submission of the application to the office of the State Project Director (Samagra Shiksha)/ Director (Education) by hand/speed post or email ([diredu-dd@nic.in](mailto:diredu-dd@nic.in)) has been extended upto **10/03/2023**.



(Jatin Goyal)

State Project Director (Samagra Shiksha)

To:

1. The Director (IT), DNH DD with request to upload on official website.



**U.T. ADMINISTRATION OF  
DADRA AND NAGAR HAVELI AND DAMAN AND DIU  
DIRECTORATE OF EDUCATION, SAMAGRA SHIKSHA,  
DAMAN**

No. ADM/CONSULTANT/2020-21/333

Date: 09 / 02 / 2023

**ADVERTISEMENT**

The Directorate of Education, U.T Administration of Dadra and Nagar Haveli and Daman and Diu under Samagra Shiksha, a Centrally Sponsored Scheme (CSS) of Ministry of Education, invites applications from the eligible candidates to engage following posts on Short Term Contract (STC) Basis. The details are as follows: -

Sr.	Name and No. of Posts	Minimum Essential Qualification & Experience	Desirable Qualification
1	Planning Monitoring & Evaluation Consultant (1 Post) (Rs. 50,000 per Month)	Post Graduate Degree in Social Sciences / Management Studies/Public Administration/ Educational Planning and Administration from a recognized university with at least 60% marks at each level from a recognized university.  Graduates from IIM/Other National Institute of Eminence will be given preference.	02 years post - qualification experience in any Government Organization/ University / Institute Autonomous Body / Society Trust in the area of: - <ul style="list-style-type: none"><li>➤ Educational management planning.</li><li>➤ Designing and implementing curriculum and pedagogical interventions for improvement in quality education in schools, including development of teaching.</li><li>➤ Training of teachers and / development of teachers modules.</li><li>➤ Educational research.</li><li>➤ Latest developments in Educational Technology/ Technology in social and allied areas and experience from reputed education research training planning organizations.</li><li>➤ Ability to collect and analyze databases.</li><li>➤ Experience at grassroots level with schools and education research.</li></ul>



Sr.	Name and No. of Posts	Minimum Essential Qualification & Experience	Desirable Qualification
2	IT Consultant (1 Posts)  (Rs. 50,000 per Month)	Graduate Degree in Computer Science/ Information Technology/ Electronics Communication Engineering.  OR  B.Tech (IT / CS) from recognized University with at least 55% marks in aggregate.  Candidates studied at IITs / IIITs / NITS will be given preference.  <u>Technical knowledge:</u>  Power Builder, ASP. Net, SQL Server Oracle, HTML CSS, J Query. JAVA Script Crystal Report, SRS Report	1. 02 years Post - Qualification (post) / experience in reputed Private Organization / PSU / Institute of n Higher Learning / University Autonomous, Body with the following Experience:  > Development of web based monitoring tool, Management of a database and implementation of Data Based Application. > Data Capture, Analysis. Management Reporting and Performance Monitoring. > Developing Modifying MIS system and other software's  2. The Candidate should have strong analytical skill with thorough and excellent working knowledge of computers and information technology. 3. Good Presentation Skill and strong written and oral communication skill. 4. Experience in the of development of Monitoring and Management Tool on ASP NET, JAVA and other commonly used databases. Working in the field of education is preferred.
3	Data Analyst (UT level)  No. of Post:01	1. Graduate Degree in Computer Science/ Information Technology/ Electronics Communication Engineering,  OR	> 02 years Post-Qualification (post) / experience in Govt. Organization/reputed Private Organization / PSU / Institute of n Higher Learning / University Autonomous.



Sr.	Name and No. of Posts	Minimum Essential Qualification & Experience	Desirable Qualification
	<p>(1- Daman)</p> <p>Age limit: 35 Years</p> <p>Salary: Rs. 40,000 per month</p>	<p>B.Tech (IT / CS) from recognized University with at least 55% marks in aggregate.</p> <p>2. Candidates studied at IITs / IIITs / NITS will be given preference.</p> <p><b>Technical knowledge:</b></p> <p>Power BI, Tableau, SQL, R and Python</p>	<p>Body with the following Experience:</p> <ul style="list-style-type: none"> <li>➤ Development of web based monitoring tool, Management of a database and implementation of Data Based Application.</li> <li>➤ Data Capture, Analysis. Management Reporting and Performance Monitoring.</li> <li>➤ Developing Modifying MIS system and other software's</li> </ul> <p>5. The Candidate should have strong analytical skill with thorough and excellent working knowledge of computers and information technology.</p> <p>6. Good Presentation Skill and strong written and oral communication skill.</p> <p>Experience in the of development of Monitoring and Management Tool on ASP NET, JAVA and other commonly used databases. Working in the field of education is preferred.</p>
4	<p>Subject Expert of Foundation Literacy and Numeracy (District level)</p> <p>No. of Post:03</p> <p>(1- Daman, 1- Diu, 1- DNH)</p> <p>Age limit: 35 Years</p> <p>Salary: Rs. 40,000 per month</p>	<ol style="list-style-type: none"> <li>1. M.A. in Elementary Education OR M.Ed preferably with specialization in Elementary Education.</li> <li>2. Master's degree in Humanities/Social Science/Sciences.</li> <li>3. 5 years' experience of working in the area of Foundational Literacy and Numeracy.</li> </ol>	<ul style="list-style-type: none"> <li>➤ experience in language education including working with early literacy</li> <li>➤ Experience of leading an academic team and working in education projects that involve program design, material development, trainings and assessments</li> <li>➤ Work experience in projects involving teacher training and material development for medium of instruction at primary level</li> <li>➤ Ability to collect and analyze databases.</li> </ul> <p>Experience at grassroots level with schools and education research.</p>




Sr.	Name and No. of Posts	Minimum Qualification & Experience	Essential	Desirable Qualification
5	Data Entry Operator (District level) No. of Post: 02 (1- Diu, 1- DNH) Age limit: 30 Year Salary: Rs. 21000 per Month	1. Degree from recognized university. 2. Candidate must have at least 6 months certificate course in computer from recognized Institute. 3. English Tying Speed: 35 W.P.M.		Candidates must have proficiency in reading, writing & speaking in English, Gujarati and Hindi.

- Application in the prescribed format (enclosed herewith) dully signed along with copy of relevant documents should reach to following office by hand or post, but not later than 1<sup>st</sup> March 2023 05:00 P.M.:

Name of the Post	Address
Planning Monitoring & Evaluation Consultant	O/o the State Project Director, Samagra Shiksha, Shiksha Sadan, behind Collectorate office, Moti Daman, Daman- 396220
IT Consultant	
Data Analyst	
Subject Expert of Foundation Literacy and Numeracy	
Data Entry Operator (DNH District)	2nd floor, Room no. 13, Samagra Shiksha, Department of Education, Secretariat, 66 kV Road Amli, Silvassa , Dadra & Nagar Haveli District, UT of DNH & DD Pincode : 396230
Data Entry Operator (Diu District)	BRC Bhawan, Samagra Shiksha, Near Shreeji Store, Main Bazar, Diu 362520

- List of Eligible and Ineligible candidates will be published on official website i.e. on [ddd.gov.in/](http://ddd.gov.in/), [www.daman.nic.in](http://www.daman.nic.in).
- The engagement will be purely on contractual basis and may be renewed (if required) based on performance.
- For any details regarding interview (if any) or any of the changes will be intimated through official website i.e. [ddd.gov.in/](http://ddd.gov.in/), [www.daman.nic.in](http://www.daman.nic.in).

  
 (Jatin Goyal)  
 State Project Director,  
 Samagra Shiksha

To:-

The SIO (NIC), Daman with the request to upload the above advertisement with enclosure on official website i.e. on <https://ddd.gov.in/>, [www.daman.nic.in](http://www.daman.nic.in)



**U.T. ADMINISTRATION OF  
DADRA AND NAGAR HAVELI AND DAMAN AND DIU  
DIRECTORATE OF EDUCATION, SAMAGRA SHIKSHA,  
DAMAN**

Paste self-  
attested  
recent  
passport  
size

**Application for the Contractual Engagement as (Tick the relevant Post):-**

- Planning Monitoring and Evaluation Consultant
- IT Consultant
- Data Analyst
- Data Entry Operator (DNH/DIU)

1.	Applicant's Name				
2.	Father's Name				
3.	Residential Address				
4.	Mobile No.				
5.	Email Id				
6.	Date of Birth				
7.	Age as on last date of application	Years		Months	
				Days	
(Tick $\sqrt$ in the below boxes as applicable)					
8.	Gender	Male		Female	
9.	Caste category (Whether SC/ST/OBC)	SC		ST	
		OBC		General/Ur-reserved	
10.	Whether belongs to Physically Handicapped category or other Special Category	Yes		No	
11.	Marital Status	Married		Unmarried	
12.	Domicile of DNH/Daman/Diu	Yes		No	
13.	Education Qualification				
Sr. No.	Qualification	Board / University	Year of Passing	Percentage	
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

14. | Experience :

Sr. No.	Name of the Organization/Department	Post held	Worked		Brief of service
			From	To	
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

15. | Any projects with respect to the applied post :-

16. | Any achievements with respect to the applied post:-

**DECLARATION**

I, hereby declare that, I fulfill all the conditions for the engagement to the applied post. I am also aware that the post for which I have applied is contractual in nature and does not have any right for regularization in future in any case.

I declare that, all statements made in this application form are true, complete and correct to the best of my knowledge and belief. I understand that, in the event of any information being found suppressed/false or incorrect or ineligibility being detected before or after the examination, my candidature/engagement is liable to be cancelled.

Dated:-

Place:-

**SIGNATURE OF THE CANDIDATE**