

Union Territory Administration of
Dadra & Nagar Haveli and Daman & Diu,
Directorate Education,
Behind Collectorate Office, Shiksha Sadan,
Moti Daman, Daman – 396 220.
Telephone : (0260) – 2231126
Email Id : ssartedd@gmail.com

केंद्र शासित प्रदेश प्रशासन दादरा एवं नगर हवेली एवं दमण एवं दिव
शिक्षा निदेशालय,
समाहर्ता कार्यालय के पीछे, शिक्षा सदन,
मोटी दमण, दमण – ३९६२२०
टेलीफोन : (०२६०) – २२३११२६
ईमेलआईडी : ssartedd@gmail.com

No. DOE/EDN/SS/Recruitment/2024-25/1120

Date: 24/06/2024

ADVERTISEMENT

Samagra Shiksha a centrally sponsored scheme (CSS) UT Administration of Dadra & Nagar Haveli and Daman & Diu invites application from eligible candidates for the post of Accountant.

Eligible candidates who fulfill the conditions mentioned below for the post of Accountant on monthly consolidated salary of ₹ 25,000/- per month on CONTRACT BASIS may submit their application in prescribed format giving full Bio-data (including Name, Address, Age, Date of Birth, Education & Professional Qualifications, Experience, Contact No..) along with one set of self-attested photocopies of all academic qualification testimonials experience certificates and one passport size photograph affixed on enclosed applications form along with all required certificates on or before 05th July, 2024 before 5:00 PM in the office of State Project Director, Samagra Shiksha. Shiksha Sadan, behind office of Collectorate, Moti Daman.

Sr. No.	Name of Post	No. of Post	Age limit	Eligibility Criteria
1.	Accountant (₹ 25,000/- per month)	01	Not exceeding 30 years *	Educational Qualification: Graduate/Post Graduate in Commerce/ MBA Finance from any Govt, recognized university. (Candidate with Higher Educational Qualification and Experience will be preferred). Experience: Minimum 2 years' experience in Accounts/Finance/Taxation fields with knowledge of Tally accounting software will be preferred.

Notes:

1. Any Indian Citizen can apply for the Post, however applicant having domicile of Daman & Diu shall be given preference.
2. Application in the prescribed format (enclosed herewith) will only be considered. Application in any other format will not be considered and will be rejected at once.
3. If any candidate found for submitting wrong information the department shall take appropriate action.
4. *Age relaxation will be given to Government servants and SC/ST/OBC/PH applicants as per UT norms
5. The candidates found eligible shall be interviewed.
6. The candidates must bring all the original certificates of Educational/ Professional Qualification, Experience Certificate, Proof of Age etc., at the time of Interview, failing which their candidature shall be liable to be cancelled.
7. The selected candidate will not have any right or claim for regularization against the regular permanent vacancies.
8. The advertisement along with the application can be downloaded from the official website www.ddd.gov.in.

(Jatin Goyal)

State Project Director,
Samagra Shiksha,
UT of DNH & DD

Copy to:

1. The SIO, NIC, with a request to upload it on UT administration website: www.ddd.gov.in
2. Office Copy.

**U.T. ADMINISTRATION OF
DADRA AND NAGAR HAVELI AND DAMAN AND DIU
DIRECTORATE OF EDUCATION
SAMAGRA SHIKSHA, SHIKSHA SADAN,
DAMAN – 396 220.**

Paste self-
attested recent
passport size
Photograph

Application for the Post of **ACCOUNTANT DISTRICT LEVEL** Contractual Engagement as:

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 i.e., on (/ /).	Years	Months	Days	
(Tick \checkmark 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	Medium of Study	Board / University	Year of Passing	Percentage
1.	S.S.C (X)				
2.	H.S.C. (XII – Commerce Stream)				
3.	B.Com Specialize in Accounts				
4.	M. Com / M B A (Finance)				
5.	Any Other Qualification				
6.					
7.					

14. Experience: -					
Sr. No.	Name of the Organization / Department	Post held	Worked		Brief of service
			From	To	
1.					
2.					
3.					
4.					
5.					

DECLARATION

15.	Why are you interested in joining the selected field?
16.	Mention any work done by you relevant to the field selected by you?
17	Write your Biographical Sketch (not exceeding 300 words). The Sketch is important as it enables the Interview Panel to assess your interests.

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