



OMNIBUS INDUSTRIAL DEVELOPMENT CORPORATION OF  
DAMAN & DIU AND DADRA and NAGAR HAVELI LIMITED.  
Corporate Office, Plot No. 35, Somnath, Nani Daman 396 20.



Tel: (0260) 2241120, 2244731.

No.OIDC/2/Appoi./C.S./423/2021/ 29

Date:- 07/08/2025

## ADVERTISEMENT

The OIDC Ltd. invites applications from eligible candidates for below-mentioned post to be filled on Short Term Contract Basis. The last date for submission of the application is **22/08/2025**.

| Name of post      | No. of Post | Age   | Qualification   | Consolidated Pay per month |
|-------------------|-------------|---|---|----------------------------|
| Company Secretary | 01          | Not Exceeding 35 Years<br><br>(Age relaxation shall be given to eligible candidates.) | <b>Essential:-</b><br>i. Degree from a recognized University or equivalent.<br>ii. Qualified Company Secretary from the Institute of Company Secretaries of India.<br>iii. Five yrs. Practical experience in legal & Secretarial matters in Public Sector Undertaking/ Govt. organizations /reputed companies /enterprises.<br>iv. Knowledge of computers.<br><br><b>Desirable:-</b><br>1. Degree in Law<br>2. Knowledge of English, Hindi & Gujarati | <b>Rs. 75,000/-</b>        |

Eligible and desirous candidates may forward their application to General Manager at OIDC at OIDC's Liquor Warehouse, Plot No.20, Govt. Industrial Estate, Near TCPL Company, Masat, DNH-396230, with one set of attested photocopy of education qualification, registration certificate, and experience certificate etc.

A person who has been previously terminated from any Government Organization shall not be considered. All eligible qualifications Master/ Degree/ Diploma must be from the recognized university/College by the Government of India.

**Note:** OIDC Ltd. reserves the right to terminate the selection process without assigning any reason thereof.

Sd/-

(Onkar Gopal Marathe)  
General Manager