

**The Governor's Secretariat,
Raj Bhavan,
Dona Paula – Goa :403004.**

Advertisement

Applications are invited from eligible candidates who have registered their names with the Employment Exchanges as well as others, for the post of Comptroller of the Governor's Household, (Group 'A' Gazetted) in Raj Bhavan, Goa, as per details below:-

Qualifications:-

- i) Degree from a recognized University, preferably in Hospitality & Hotel Management; **and**
- ii) Diploma in Management/Hotel Management, from a recognized University or Institution recognized by AICTE or UGC
- iii) Desirable :- Master of Business Administration.

Experience:-

- i) Four years' experience in the Grade of Group 'A' Gazetted post in the Central/State Government or Government Undertakings;
- Or**
- ii) Four years' experience in a Managerial position in a Five Star Hotel or an institution dealing with Hospitality/Hotel Management/Tourism Industry, or a reputed Company.

Age:- Not exceeding 40 years (Relaxable for Government servants upto 5 years) as on 31st August, 2010.

Pay Scale:- PB-3 Rs.15,600-39,100/- + Grade Pay of Rs.5400/-.

Languages:-

Essential :- Konkani

Desirable :- Marathi

2. Persons employed in Govt. or Semi-Govt. organizations must apply through proper channel.

3. The appointment will be purely on ad-hoc basis for six months, which may be continued only at the discretion and satisfaction of the office on the candidate's performance. Candidate appointed on ad-hoc basis will have no right or claim for continuation or for regular appointment.

4. The appointment will be subject to Medical Fitness Certificate issued by Goa Medical College and Hospital.

5. The appointed candidate is required to stay in the residential accommodation provided in the Raj Bhavan Campus, Dona Paula, Goa. The appointee will be entitled to rent free accommodation and free electricity and water subject to the ceiling prescribed.

6. Applications addressed to the Commissioner & Secretary to Governor with the above address, accompanied by attested copies of documents and Certificates of Educational Qualifications, Age, Experience and Employment registration alongwith a passport size photo affixed on the application, should reach this office latest by 16th August, 2010. Applications received late will be rejected.

7. Merely fulfilling the requirements laid down in the advertisement will not automatically entitle the candidates to be called for interview. The office will have the right to scrutinize the applications and call only shortlisted candidates for interview.

8. The right to fill or not to fill the above post would be reserved with the Commissioner & Secretary to Governor.

Sd/-

(Dr. N. Radhakrishnan)
Special Secretary to Governor

Date: 4th August, 2010