



GOA HUMAN RESOURCE DEVELOPMENT CORPORATION
WALK-IN-INTERVIEW

Advertisement No. 45/2023

Date: 10/08/2023

Applications are invited from the eligible candidates for **Walk in Interview and Skill test** by Managing Director, Goa Human Resource Development Corporation, Porvorim for engagement of services purely on empanelment basis.

| Sr. No. | Name of Position | No. of positions | Educational & other Qualification | Pay & Allowances with ESI and EPF facilities |
|---------|---|------------------|---|--|
| 1. | Multi-Tasking Staff | 300 | Essential Qualification: 1. X std. Pass 2. Age: 18-45 Yrs | ₹14,000.00 p.m. |
| 2. | Driver cum Messenger | 50 | Essential Qualification: 1. X std. Pass 2. Should possess LMV/HMV Driving license. 3. Age: 18-45 Yrs | ₹16,000.00 p.m. |
| 3. | Personal Assistant/ Steno. Secretary | 20 | Essential Qualification: 1. Graduate with in any discipline proficiency in short hand 2. Age: 18-45 Yrs Desire Qualification: Short hand certificate | ₹ 20,000.00 p.m |

Only the eligible candidates fulfilling the above criteria as per advertisement shall attend the walk-in-interview /skill test for Multi-Tasking Staff on **28/08/2023** and for Driver cum Messenger and Personal Assistant/ Steno. Secretary on **29/08/2023** at **10:30 am** at Goa Human Resource Development Corporation, Alto – Porvorim Bardez Goa along with the Bio-data with passport size photo affixed therewith and original copies along with self attested copies of their certificates such as proof of their Education qualification, Birth, Valid Residence Certificate, Valid Employment Card, Experience certificate if any. The numbers of Post mentioned above are tentative and might increase.

Sd/-
Managing Director, GHRDC

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