

U. T. Administration of Daman & Diu
Office of the Collectorate, Dholar,
Moti Daman – 396 220.
E-mail : Collector-daman-dd@nic.in

No. COL/DMN/REC-MTS/EST-26/2015-16/ 2/5

Dated: 10 /04/2015

ADVERTISEMENT

Applications are invited from eligible candidate for filling up posts of Multi Tasking Staff, Common Cadre Non Gazetted Posts (Daftary, Peon, Watchman and Sweeper) for Group "C" to be filled on regular basis in the various Department of U.T. Administration of Daman & Diu as per eligibility criteria given below :

Name of the post & Pay Scale.	No. of post.	Educational Qualification.	Age limit.	Category/ Reservation.
Multi Tasking Staff, Common Cadre Non Gazetted Posts (Daftary, Peon Watchman and Sweeper) Pay Band-1 Rs.5,200-20,200 Grade Pay Rs.1,800/- Group "C"	Existing 21 (Twenty one)	Matriculation of equivalent OR ITI Pass	Between 18 to 30 years of age.	Existing ST- 01 (One)
	Anticipated 03 (Three)			OBC-08 (Eight)
				UR-12 (Twelve)
				Anticipated OBC-01 (One)
				UR-02 (Two)

The candidates should submit application given full details regarding educational and other qualification, Date of Birth, Experience, etc., accompanied with self attested copies of each certificate so as to reach the office of the Collector, Collectorate Dholar, Moti Daman – 396 220 within a period of (30) Thirty Days from the date of publication of the Advertisement. The candidates claiming ST/OBC shall be required to furnish a self attested copy of certificate issued by Competent Authority that he/she belong to ST/OBC community along with his/her application. The Children of Freedom Fighter candidates shall have to submit a certificate issued by the Director (Social Welfare), Social Welfare Department, Daman certifying that the applicant is children of Freedom Fighter of Daman & Diu.

Any Indian citizen can apply for the post. However, applicant having domicile of Daman & Diu shall be given weightage in accordance with O.M. NO. 1-1-87-CS/PF/2823 dated 16/12/2013 subject to him/her procuring Domicile Certificate issued by Mamlatdar, Daman/Diu. **Applications received in the prescribed proforma with requisite document as stated above shall only be taken into consideration if received within the stipulated time.** No correspondence will be entertained as regard to incomplete/time barred applications.

K. S. Bhorla
10/4/15

(K. S. Bhorla)
Deputy Collector (Gen),
Daman.

- To,
1. The Field Publicity Officer, Daman with a request to publish the above advertisement in the News Paper
 2. All Head of Office, Daman for information and wide publicity
 3. The Collector, Diu with a request to circular the same to all Heads of Office in Diu District for wide publicity.
 4. The SIO, NIC, Daman to upload the same on official website of U.T. Administration of Daman & Diu.

10/4/15

**APPLICATION FOR THE POST OF MULTI TASKING STAFF
(DAFTARY, PEON, WATCHMAN AND SWEEPER)**

Administration of Daman & Diu
Office of the Collector, Collectorate, Daman

Paste recent
Self Attested
Passport size
Photograph

1. Applicant' Name (in Block Letter) : _____
2. Father's Name (in Block Letter) : _____
3. Residential Address : _____

4. Date of Birth (DD / MM / YYYY) : _____
5. Gender : _____
6. Whether SC/ST/OBC/PH#/CFF* : _____
7. Domicile : DAMAN/DIU/OTHER (✓ as appropriate)
8. Educational Qualification

Sr. No.	Board/University	Year of passing	Percentage

9. Information / documents regarding Educational and other Qualifications : (✓ if enclosed)
 - (i) Pass Certificate and Mark sheet of Matriculation equivalent or I.T.I., Pass from recognized Board or University

10. Experience, if any

Name of Organization	Designation	Nature of Duty	Period of Service	
			From	To

Declaration :

I, declare that I fulfill all the conditions of eligibility regarding age limit and Education Qualification, Experience etc., for the post of Multi Tasking Staff (Daftary, Peon, Watchman and Sweeper).

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/appointment is liable to be cancelled

Dated :

(Signature of Candidate)

Unsigned application will be rejected

Note :- Attach self attested copy of Birth / Educational/Experience Certificate /Caste Certificate (if relevant), Domicile Certificate(if of Daman / Diu), Physically Handicapped Certificate (if relevant), Certificate of Freedom Fighter Children (if relevant) failing which the application will be summarily rejected.

1. # Physicall Handicaped
2. * Children of Freedom Fighter