

**U.T. ADMINISTRATION OF  
DADRA AND NAGAR HAVELI AND DAMAN AND DIU  
DIRECTORATE OF EDUCATION, SAMAGRA SHIKSHA,  
FORT AREA, MOTI DAMAN,  
DAMAN**

No. ADM/NIPUN-PMU/2021-22/1690

Date: 15<sup>th</sup> July 2022.

**ADVERTISEMENT**

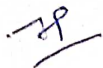
The Directorate of Education, U.T Administration of Dadra and Nagar Haveli and Daman and Diu under Samagra Shiksha, a Centrally Sponsored Scheme (CSS) of Ministry of Education, invites applications from the eligible candidates to engage Data Analyst, Subject Expert for Foundational Literacy & Numeracy and Data Entry Operator for setting up the Project Management Unit for Foundation Literacy and Numeracy The details are as follows: -

Sr.	Name, No. of Post, Age limit and Salary	Minimum Essential Qualification and experience	Desirable Qualification
1	Data Analyst (UT level)  No. of Post:01  (1- Daman)  Age limit: 35 Years  Salary: Rs. 40,000 per month	1. Graduate Degree in Computer Science/ Information Technology/ Electronics Communication Engineering,  OR  B.Tech (IT / CS) from recognized University with at least 55% marks in aggregate.  2. Candidates studied at IITs / IIITs / NITS will be given preference.  <b><u>Technical knowledge:</u></b>  Power BI, Tableau, SQL, R and Python	<ul style="list-style-type: none"> <li>➤ 02 years Post-Qualification (post) / experience in Govt. Organization/reputed Private Organization / PSU / Institute of n Higher Learning / University Autonomous, Body with the following Experience:</li> <li>➤ Development of web based monitoring tool, Management of a database and implementation of Data Based Application.</li> <li>➤ Data Capture, Analysis. Management Reporting and Performance Monitoring.</li> <li>➤ Developing Modifying MIS system and other software's</li> <li>1. The Candidate should have strong analytical skill with thorough and excellent working knowledge of computers and information technology.</li> <li>2. Good Presentation Skill and strong written and oral communication skill.</li> <li>3. Experience in the of development of Monitoring and Management Tool on ASP NET, JAVA and other commonly used databases. Working in the field of education is preferred.</li> </ul>
2	Subject Expert of Foundational Literacy and Numeracy (District level)	1. M.A. in Elementary Education  OR  M.Ed preferably with specialization in Elementary Education.	<ul style="list-style-type: none"> <li>➤ experience in language education including working with early literacy</li> <li>➤ Experience of leading an academic team and</li> </ul>

Sr.	Name, No. of Post, Age limit and Salary	Minimum Essential Qualification and experience	Desirable Qualification
	No. of Post:03 (1- Daman, 1- Diu, 1- DNH)  Age limit: 35 Years  Salary: Rs. 40,000 per month	2. Master's degree in Humanities/Social Science/Sciences. 3. 5 years' experience of working in the area of Foundational Literacy and Numeracy.	working in education projects that involve program design, material development, trainings and assessments ➤ Work experience in projects involving teacher training and material development for medium of instruction at primary level ➤ Ability to collect and analyze databases. Experience at grassroots level with schools and education research.
3.	Data Entry Operator (District level)  No. of Post: 03 (1- Daman, 1- Diu, 1- DNH)  Age limit: 30 Year  Salary: Rs. 21000 per Month	1. Degree from recognized university.  2. Candidate must have at least 6 months certificate course in computer from recognized institute.  3. English Tying Speed: 35 W.P.M.	Candidates must have proficiency in reading, writing & speaking in English, Gujarati and Hindi.

- Application in the prescribed format (enclosed herewith) dully signed & Scanned along with copy of relevant documents should reach to the Office of the State Project Director (SS)/Director of Education by email [diredud-d@nic.in](mailto:diredud-d@nic.in), but not later than **4<sup>th</sup> August 2022 05:00 P.M.**
- List of Eligible and Ineligible candidates will be published on official website i.e. on [www.daman.nic.in](http://www.daman.nic.in).
- The engagement will be purely on contractual basis and may be renewed (if required) based on performance.
- For any details regarding interview (if any) or any of the changes will be intimated through official website i.e. on [www.daman.nic.in](http://www.daman.nic.in).

**Encl.:-** As above

  
**(Jatin Goyal)**  
 State Project Director,  
 Samagra Shiksha

**To:-**

The SIO (NIC), Daman with the request to upload the above advertisement with enclosure on official website i.e. on [www.daman.nic.in](http://www.daman.nic.in), [www.diu.gov.in](http://www.diu.gov.in) and [www.dnh.gov.in](http://www.dnh.gov.in)

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DAMAN**

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Application for the Contractual Engagement as:

- Subject Expert
- Data Analyst
- Data Entry Operator

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 4 <sup>th</sup> August 2022.	Years	Months	Days
<b>(Tick ✓ in the below boxes as applicable)</b>				
8.	Gender	Male	Female	
9.	Caste category (Whether SC/ST/OBC)	SC	ST	OBC
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			
	<b>Sr. No.</b>	<b>Qualification</b>	<b>Board / University</b>	<b>Year of Passing</b>
	1.			
	2.			
	3.			
	4.			
	5.			
	6.			
	7.			
	8.			
	9.			
	10.			

14. Experience :

Sr. No.	Name of the Organization/Department	Post held	Worked		Brief of service
			From	To	
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

15. Why you are interested in joining the selected Field :-

Blank space for writing the answer to question 15.

16. Mention any work done by you relevant to the field selected by you?

Blank space for writing the answer to question 16.

17. Write your Biographical Sketch (not exceeding 300 words). The Sketch is important as it enables the Interview Panel to assess your interests.

Blank space for writing the answer to question 17.

## DECLARATION

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**