

GOA INSTITUTE OF PUBLIC ADMINISTRATION & RURAL DEVELOPMENT

(An Autonomous Institute registered under the Societies Registration Act 1860)

Ella Farm, Old Goa, Goa -403402.

Tel: 0832- 2285755 / 2285985 Website: www.gipard.gov.in

Application in the prescribed format is invited by the Director General, Goa Institute of Public Administration & Rural Development, Ella Farm, Old Goa, Goa – 403402, latest by 04/12/2020 for the post to be filled up as per follows:-

Sr. No.	Name of the Post	No. of Posts	Contract/ Period	Consolidated amount payable	Qualification required
1.	Core Faculty in Public Administration	One	Contract for one year	Rs. 50,000/- per month	Essential:- 1. Master's degree in Political Science from a recognized university. 2. Minimum two years experience in the field of training of officials and village level workers. 3. Certificate course in training methods in Direct Trainer Skills (DTS) or Design of Training (DoT) Programme by Department of Personnel and Training. 4. Three months certificate course in computers 5. Knowledge of Konkani Desirable:- Knowledge of Marathi

- Age limit for the post should not exceed 42 years (relaxable for Government Servants, SC/ST/OBC as per rule).
- Applications should be submitted strictly in the prescribed format (as shown) along with all the required certificates. Applications received in any other format will be rejected.
- Candidates already in Government service should send their applications through proper channel.
- Candidates possessing the required essential qualification should only apply. If candidates with the required qualification are not available, then GIPARD reserves the right to relax the requirement relating to certificate course in training methods in DTS/DoT only.
- Application without attested copies of certificates/documents and those received after the prescribed date will not be entertained.
- For the information of the candidates, the nature and duties of the post is given in [**Annexure**] attached.

Form of Application

Name of the applicant : _____
Complete postal address : _____
Contact No. : _____

Photograph

To,
The Director General,
Goa Institute of Public Administration
& Rural Development,
Ella Farm, Old Goa, Goa- 403402.

1. Name of the post applied for : Core Faculty in Public Administration (on contract bases).
2. Date of Birth:- _____ : Age as on 04/12/2020:- (Y) (M) (D) _____
(Attested copy of birth certificate to be enclosed)
3. Whether residing in Goa for 15 years : _____
(Attested copy of residence certificated to be enclosed)
4. Employment registration No. (attested copy of : _____
Employment registration card to be enclosed)
5. Details of essential qualification for the post possessed : _____
by the applicant (to be supported with attested copies of certificates)
6. Additional Qualification (other than essential : _____
qualifications shown above) (to be supported with attested copies of certificates)
7. No. of years of experience in the field of post applied for : _____
(to be supported by attested copies of experience certificates)

Dated: / /

Signature of applicant

**GOA INSTITUTE OF PUBLIC ADMINISTRATION & RURAL DEVELOPMENT,
Ella, Old -Goa**

Annexure:- Nature and duties of the post of Core Faculty in Public Administration.

1. Design, conduct Training Programmes/foundation courses, and deliver sessions.
2. Prepare proposals under schemes and submit the same to the concerned ministries/departments.
3. Prepare handbooks/research proposals and conduct research studies as directed.
4. Represent the Institute in different forums/meetings/programmes as directed.
5. Explore new training /projects, consultancy in administration, key state legislations, etc.

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Advertisement for post of Core Faculty in Public Administration

Application in the prescribed format are invited from eligible persons, to fill up 01 (One) post of “Core Faculty in Public Administration” at GIPARD on contract basis, initially for a period of one year. The consolidated amount payable is Rs. 50,000/- per month. Application should reach the Office of the Director General, GIPARD on or before 04/12/2020 by 05.00 p.m. For all details, in respect of the post, qualifications required, application format, etc; the interested candidates are advised to refer to the details available on GIPARD website.

**(Director –Training)
GIPARD**