

# **ADVERTISEMENT**

## **KALA ACADEMY GOA**

### **CAMPAL, PANAJI.**

Applications are invited by the Member Secretary, Kala Academy Goa in the format available and to be collected from the office of Kala Academy Goa during working days (Monday to Friday) between 10.00 a.m to 1.00 p.m and 2.00 p.m. to 5.30 p.m along with attested copies of certificates of Educational Qualifications along with the Mark Sheets of respective Degree/Diploma, Date of Birth, valid 15 years residence in Goa issued by the Competent Authority and valid employment exchange registration card and latest photograph duly attached through post or hand delivery latest by 4.00 p.m. on 14/01/2021 for filling the post of Accounts Officer in Kala Academy Goa.

#### **Requirement to the post is as under:-**

##### **1. Accounts Officer: -One post (General category)**

###### **Pay Matrix – Level 7**

###### **Essential:**

1. M.Com or M.B.A. or P.G.D.M. (with advanced accountancy) 50% or above marks in aggregate.
2. Minimum 10 years experience heading the Accounts Section of a Commercial or Non Profit Making Organisation.

###### **OR**

Intermediate C.A. who has completed the articleship period with three years experience (except Articleship) of a large Organisation.

3. Knowledge of Konkani.
4. Fifteen years Residency in Goa.

###### **Desirable:**

1. Knowledge of Marathi.
- Age limit for the posts shall not exceed 45 years as prescribed by Govt. and relaxable to Govt. Servants/ST/OBC/Ex-servicemen as per rules/Recruitment Rules.
  - Application should be forwarded strictly in the prescribed format along with all the required certificates and testimonials. Application received in any other format will be rejected.
  - A candidate already in Govt. service should send their applications through proper channel.
  - Qualification degree and age as on **14/01/2021** shall be considered for appointment to the above post.
  - Candidates possessing the required Essential Qualifications and experience should apply with self attested copies of certificates/documents along with application.
  - Applications without self attested copies of certificates/documents and those received after prescribed date will not be entertained.

For details visit our website:[www.kalaacademygoa.co.in](http://www.kalaacademygoa.co.in)

Sd/-

Member Secretary  
Kala Academy Goa



**Kala Academy Goa**  
**Campal, Panaji Goa.**

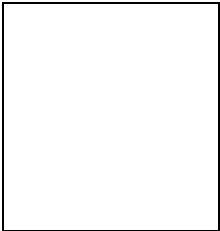
**APPLICATION FORM**

Name of the Applicant in full \_\_\_\_\_

Complete Postal address \_\_\_\_\_

**With pin code** \_\_\_\_\_  
\_\_\_\_\_

Contact No. : \_\_\_\_\_



To,  
The Member Secretary,  
Kala Academy Goa,  
Campal, Panaji.

- 1. Name of the post applied for :- **Accounts Officer.**
- 2. Category of the post applied for:- **General Category.**
- 3. Date of Birth \_\_\_\_\_ Age as on 06.01.2021.
- 4. Whether residing in Goa for last 15 years: -Yes/No. If yes, Certificate valid upto \_\_\_\_\_.
- 5. Employment Registration Number: - \_\_\_\_\_ Valid upto \_\_\_\_\_.
- 6. Details of Essential Qualification:

Sr. No	Examination Passed	Year of Passing	Grade/Class/ Division	Marks Obtained	% of Marks

- 7. Additional Qualification (Other than essential Qualification shown above):

Sr. No	Examination Passed	Year of Passing	Grade/Class/ Division	Marks Obtained	% of Marks

8. Language Known:  
(Please tick( ) in appropriate column).

Name of the Language	Read	Write	Speak
English			
Konkani			
Marathi			
Hindi			

9. Details of extra-curricular activities: (if any)

Sr. No	Details of Extra Curricular activities/ participation	Name of Event	Date of event	Name of the Organization conducting event	Position secured

10. Details of work experience in the field: -

Sr. No	Details of Extra Organisation/Institution/Establishment	Period from	Period to	Designation of the post held	Nature of work handled

I \_\_\_\_\_ hereby declare that the information furnished is true and correct. I understand that in the event of particulars or information given herein being found false or incorrect, my candidature for the recruitment is liable to be rejected or cancelled even after selection.

Place: Signature of applicant \_\_\_\_\_

Date: /01/2021. Name (in block letters) \_\_\_\_\_

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