

## Department of Personnel

## Notification

1/2/2012-PER

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Goa hereby makes the following rules to regulate the recruitment to the Group 'C', Non-Gazetted, Non-Ministerial, Common post, Government of Goa, namely:—

1. *Short title, application and commencement.*—(1) These rules may be called the Government of Goa, Group 'C', Non-Gazetted, Non-Ministerial, Common post, Recruitment Rules, 2015.

(2) They shall apply to the post specified in column (1) of the Schedule to these rules (hereinafter called as the "said Schedule").

(3) They shall come into force from the date of their publication in the Official Gazette.

2. *Number, classification and scale of pay.*— The number of posts, classification of the said post and the scale of pay attached thereto shall be as specified in columns (2) to (4) of the said Schedule:

Provided that the Government may vary the number of posts as specified in column (2) of the said Schedule from time to time subject to exigencies of work.

3. *Method of recruitment, age limit and other qualifications.*— The method of recruitment to the said post, age

limit, qualifications and other matters connected therewith shall be as specified in columns (5) to (13) of the said Schedule.

4. *Disqualification.*— No person who has entered into or contracted a marriage with a person having a spouse living or who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service:

Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. *Power to relax.*— Where the Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. *Saving.*— Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for Scheduled Castes and other special categories of persons in accordance with the orders issued by the Government from time to time in that regard.

By order and in the name of the Governor of Goa.

Yetindra M. Maralkar, Additional Secretary  
(Personnel).

Porvorim, 13th March, 2015.

## SCHEDULE

Name/ /Designation of the posts	Number of posts	Classifi- cation	Scale of pay	Whether selection post or non- -selec- tion post	Age limit for direct recruits	Whether the benefit of added years of service is admissible under Rule 30 of CCS (Pension) Rules, 1972	Educational and other qualifications required for direct recruits	Whether age & educational qualifications prescribed for the direct recruits will apply in the case of promotees	Period of probation, if any	Method of recruitment, whether by direct recruit- ment or by promotion or by deputation/ /transfer/contract and percentage of the vacancies to be filled by various methods	In case of recruit- ment by promotion/ /deputation/ /transfer, grades from which promotion/ /deputation/ /transfer is to be made	If a D.S.C./ /D.P.C. exists, what is its compo- sition	Circum- stances in which the Goa Public Service Commission is to be consulted in making recruitment
1	2	3	4	5	6	6(a)	7	8	9	10	11	12	13
Multi- Tasking Staff.	As sanc- tioned in the respec- tive Depart- ment from time to time depend- ing on work- load).	Group 'C', Non- -Gazet- ted, Non- -Minis- terial.	PB-1 Rs. 5,200- 20,200 + Grade Pay Rs. 1,800/-.	N. A.	Not exceed- ing 40 years (Relaxable for Govern- ment servants upto five years in accor- dance with the instruc- tions or orders issued by the Govern- ment from time to time).	N. A. <i>Essential:</i> (1) Passed Secondary School Certificate Exami- nation from a recognized Board/Institution.  OR Passed Course conducted by Industrial Training In- stitute or equivalent quali- fication, in relevant trade, from a recognised Institu- tion.  <i>Note:</i> Course conducted by In- dustrial Training Institute or equivalent qualification, in rel- evant trade, may be consid- ered in case posts relates to technical work. (2) Knowledge of Konkani.  <i>Desirable:</i> (i) Knowledge of Marathi. (ii) Multi-tasking skills such as knowledge of op- erating office machines in- cluding computers.	N. A.	Two years for direct recruits.  <i>Note:</i> In case the candidate appointed by absorption has not completed probation period on his/her first appoint- ment, the said candidate shall continue to complete the probation period on absorption.	By direct recruit- ment/ /absorption.  <i>Note:</i> The department shall identify the work/duties to be performed by the male and female employees under the Multitasking system before absorption/ /appointing the employ- ees/ /candidates.	<i>Absorption:</i> Group 'D' employees of concerned department possessing qualification prescribed for direct recruits in 'column (7).	Group 'C', D. S. C./ /D.P.C.	N. A.	