



## FEES REGULATING AUTHORITY

"शिक्षण-नव्हेव्यवसाय -ज्ञान यज्ञ"

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No. :Estab./ 2017/

Date : 30/12/2017

Applications are invited for the following posts in the office of Fees Regulating Authority Office M.S, Mumbai . All the post is purely temporary and on Contract Basis.

*Name of the post	Personal Assistant to Hon'ble Chairperson
Number of Posts	01
Mode of Appointment	On Contract Basis
Monthly Remuneration	Rs. 40,000/- negotiable
Educational Qualification	Graduate Degree in any Discipline of a recognized University. GCC with 120 wpm in shorthand and 40wpm in typewriting in English. GCC with 80 wpm in shorthand and 40 wpm in typewriting in Marathi. Proficiency in use of the latest version of MS office Suite/Windows Operating System, Internet and E-Mail applications. Proficiency in written and verbal communication skills in English & Marathi
Desirable	MSCIT Certificate
Experience	Retired from Govt./Court Service is preferable.
*Name of the post	Programmer
Number of Posts	01
Mode of Appointment	On Contract Basis
Monthly Remuneration	Rs. 25,000/- (approx.)
Educational Qualification	Master Degree in Computer Science/Computer Application of a recognized University or equivalent OR A degree in Computer Engineering/Technology information of recognized University or equivalent.
Experience	Two years' experience is preferable .Well acquainted with excellent/latest Programming Software and work.

Interested candidates should submit their applications on or before 21/1/2018.

SECRETARY

FEES REGULATING AUTHORITY, M.S