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DISTRICT SOCIETY FOR PREVENTION OF CRUELTY TO ANIMALS (SOUTH GOA)

Reg. Office: DSPCA SOUTH, Ground Floor, Old Collectorate, Opp. Municipal Garden,Margao Goa

Executive Secretary, DSPCA South, Ph. No: +91 9822489265

Member Secretary, DSPCA South, Ph.No:+91 9607918114

Email: spcagoa.south@gmail.com

The District SPCA (DSPCA) is a Statutory Body under the Prevention of Cruelty to Animals Act. Notified by Parliament and Constituted under directions of The Supreme Court and The High Court Of Bombay at Goa. We are empowered to intervene in all cases of Animal Abuse and Harassment of Feeders

No. 14-9-AH/DSPCA SOUTH/2026-27/73 Date: 20/11/2026

ADVERTISEMENT

VACANCY OF 01 (ONE) ACCOUNTANT CUM CLERK ON CONTRACT BASIS FOR DSPCA SOUTH GOA.

The DSPCA South Goa is notified under the prevention of cruelty to Animals Act 1960 (Establishment and Regulation of SPCA Rules, 2001). The primary objective for promotion animal welfare and to protect animals from being subjected to unnecessary pain and suffering are required to encourage the establishment of animal shelters, sanctuaries, water trough, and the likes for providing shelter and amenities to animals rescued from cruelty, incapacitated for work by reason of old age, sickness or injury. These animals are required to be given Veterinary Assistance with the help of Infirmaries and some of them may have to be rehabilitated at Animal Shelters.

The District SPCAs are also required to intervene in ABC programs, targets, audit performance, and process applications for grants under available schemes of Animal Husbandry Department.

The DSPCAs so constituted are required to employ paid staff to manage the office and also to winch, warn or prosecute as required, all persons guilty of cruelty to animals and also in manage the ABC programme in the State. As such, they would require adequate financial support in terms of Man Power like Executive Secretary, DSPCA Inspectors, office staff, Accountant and a Legal counsel on a retainer basis to help achieve the basic functioning of the DSPCAs.

2. Applications are invited by the Chairperson DSPCA South Goa for filling the post of 01 (One) Accountant cum Clerk on contract basis for a period of 12 months.

3. Interested and eligible candidates fulfilling the requirements prescribed above are requested to submit their applications in the prescribed Application Form for above mentioned posts with the supporting documents along with proof of qualifications, experience and date of birth. The applications should be complete in all respects with self-attested copies of certificates as proof of Educational qualifications, birth certificate, 15 years residence certificate in Goa issued by the competent Authority, experience related documents, complete postal address, contact number and email id. The applicant shall affix latest passport size photograph on the application.

4. The application should reach this office on or before 30/11/2026 during working hours.

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5. Applications of candidates who do possess essential qualifications/experience for the post or valid certificates/documents are liable to be rejected.

6. The Applicant's expected remuneration should be within the Government Approved rates as per the "DSPCA – Animal Welfare and Rescue Scheme" notified as per Government order number 14-9-AH/DSPCA South/2026-27/1716 dated / /2026.

Sr. No.	Appointment for	Government Approved rates as per DSPCA – Animal Welfare and Rescue Scheme Honorarium
1	Accountant cum Clerk	Rs. 25,000/- Per Month

7. The Selection Committee formed by the Chairperson will decide on appointment of the applicants based on their qualification and work experience.

8. The decision taken by the Chairperson DSPCA, South Goa shall be final and binding.

9. The Chairperson of the DSPCA South Goa, reserves the right to accept and reject any or all applications received and his/her decision in this regard shall be final.

10. The sealed envelope /cover should be addressed and handed over to the Member Secretary, DSPCA, South Goa, Ground Floor, Old Collectorate, Opp. Municipal Garden, Margao- Goa on any working days during office hours duly superscripted on top of the envelope as **"Application for the post of Accountant cum Clerk "**,DSPCA, South GoaDistrict".

(Dr. Atanazia Fernandes)
Member Secretary
DSPCA-South Goa

APPLICATION FORM

To,
The Chairperson (DSPCA)
The Collector South
4th Floor Mathany Saldanha
Admin Complex. Nr. KTC Bus stand
Margao Goa

Affix a recent Passport Size Photo

1. Name of applicant in full (in Block Letters) :.....
(First Name) (Middle Name) (LastName)

2. Name of the post applied for:- APPLICATION FOR THE POST OF……

3. Gender: (Male/Female):……

4. Marital Status:-……

5. Father's/Husband's Name:-……..

6. Address for correspondence (Block letters):-……
……
……

7. Contact Mobile Number:-……

8. Email-ID:……

9. Date of Birth (dd/mm/yyyy):-……...

10. Age as on Date of Advertisement (dd/mm/yyyy):-……..

11. Whether residing in Goa for last 15 years (Yes/No)..... (If yes,attach valid Certificate)…

12. Nationality:……

13. Details of Essential Qualifications:

Sr. No	Examination Passed	Month & Year of Passing	Grade/Class/ Division	Name of Board/University	Marka/Percentage Obtained

14. Additional qualifications, if any (other than essential qualifications):-

Sr. No	Examination Passed	Month & Year of Passing	Grade/Class/ Division	Name of Board/University	Marka/Percentage Obtained

15. Languages Known: (Please tick appropriate column)

Name of Language	Read	Write	Speak
English			
Konkani			
Marathi			
Hindi			
If other. please specify			

16. Details of Work Experience:

Sr. No.	Name of the Organisation/Institution/Establishment	Designation of the posts held	Nature of work handled	From	To

Place:_____
Date: / /2025

I certify that the above facts are true to the best of my knowledge and belief and I understand that 1 subject my candidature to be cancelled in the event that the above facts are found to be falsified.

_____

Signature of the Candidate

SCHEDULE 1

1.	Accountant cum Clerk	I (2022)	Rs.25,000 TE	45 Years (Relaxable)	1. B.Com Degree. 2. Experience in Accounts or Audit. 3. Knowledge of TDS, Income tax, GST laws, Computer operations, Book Keeping and all other accounting work. 4. Typing speed of 30 words per minute and minimum 3 years experience of working in Animal Shelter. 5. Knowledge of Konkani, Marathi and English.	Contract basis	DSPCA Selection of : 1. Chairperson 2. Member Secretary 3. Any other Member of the Managing Committee as nominated.	For Relaxing any of the provision of these rules and for amending the rules.