

**GOVERNMENT OF ANDHRA PRADESH**  
**HEALTH, MEDICAL AND FAMILY WELFARE DEPARTMENT**

**NOTIFICATION FOR RECRUITMENT OF VARIOUS CATEGORY OF  
THE POSTS ON CONTRACT BASIS FOR UTILISATION OF THEIR  
SERVICES AT URBAN PRIMARY HEALTH CENTRES (UPHCs) IN  
Y.S.R. DISTRICT UNDER NATIONAL HEALTH MISSION.**

**Modified Notification no: 8 of 2021.**

Applications are invited from the eligible qualified candidates for recruitment of various categories of the posts on contract basis for a period of initially one year for utilization of their services at the Urban Primary Health Centres (UPHCs) under National Health Mission in Y.S.R. District.

**Name of the Post & Number of vacancies :** (1) Staff Nurse – 66 Posts (2) Lab-Technician – 9 Posts (3) Data Entry Operator – 20 Posts (4) Last Grade Services – 15 Posts

Necessary guidelines and the prescribed format of application can be downloaded from the website from <https://www.kadapa.ap.gov.in>. Later, the filled-in application with necessary enclosures shall be submitted in person at O/O the DM&HO, Kadapa from 22-09-2021 and before 30-09-2021 up to 05-00PM.

**District Medical & Health Officer,  
Kadapa, YSR District**

**Joint Collector (V,WS&D)  
Kadapa, YSR District**

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**Modified Notification no: 8 of 2021.**

**INTRODUCTION:**

In the reference Rc.No: 111/SPMU-NUHM/2020, Dated: 20-09-2021 of the Mission Director and Commissioner of Health & Family Welfare, National Health Mission, Govt. of A.P., Vijayawada has issued instructions for filling up of various category of posts such as Staff Nurse, Lab-Technician, Data Entry Operator and Last Grade Services for utilisation of their services at the Urban Primary Health Centres (UPHCs) initially for a period of one year from the date of recruitment.

Accordingly, the category wise number of posts were been notified as follows. The number of posts and the remuneration shown against each category are purely tentative and may increase or decrease based on the directions of the higher authorities.

**1) Staff Nurse:**

S. No:	Name of the Category	Qualification	Remuneration per month	No. of posts
1	Staff Nurse	<ul style="list-style-type: none"><li>GNM / B.Sc (Nursing) recognised by Nursing Council of India</li><li>Must be registered at A.P. Nursing &amp; Midwifery Council with updated renewal</li></ul>	22,500/-	66

**2) Lab-Technician:**

S. No:	Name of the Category	Qualification	Remuneration per month	No. of posts
1	Lab-Technician	<ul style="list-style-type: none"><li>1 year Lab-Technician course after Intermediate (or)</li><li>2 years Lab-Technician course after SSC (or)</li><li>B.Sc with Medical Lab Technology as one of the optional subject (or)</li><li>B.Sc. Degree with BZC / Life Science in 1<sup>st</sup> class with P.G. Diploma in MLT issued by NIMS / SVIMS (or)</li><li>P.G. Diploma in Clinical Bio-Chemistry course of the university recognized by UGC (or)</li><li>Intermediate vocational course with 1 year clinical training / apprenticeship training.</li><li>Must be registered at A.P. Para Medical Board with updated renewal</li></ul>	19,019/-	9

**3) Data Entry Operator:**

S. No:	Name of the Category	Qualification	Remuneration per month	No. of posts
1	Data Entry Operator	<ul style="list-style-type: none"><li>Bachelor Degree with computers from any recognized university.</li></ul>	15,000/-	20

#### **4) Last Grade Services:**

<b>S. No:</b>	<b>Name of the Category</b>	<b>Qualification</b>	<b>Remuneration per month</b>	<b>No. of posts</b>
1	Last Grade Services	<ul style="list-style-type: none"><li>• Pass in SSC public examination or its equivalent</li></ul>	12,000/-	15

#### **APPLICATIONS:**

Applications are invited from the qualified candidates for the above said posts, from those candidates, who have not crossed the age of '42' years. Age relaxation for upper age limit to those candidates belongs to SC/ST/BC are '5' years and '3' years for Ex-Service men/women and 10 years for Physically Challenged Persons up to a maximum for 52 years. The maximum age will be reckoned as on **01.09-2021**.

#### **Method of Recruitment: -**

- a) 75% aggregate of marks obtained in all the years in the qualifying examination.  
(Eg: If the candidate secured 70% in the qualifying examination, then he/she will be given 52.5%).
- b) 15% as weightage for experience to the doctors, who are working on outsourcing / contract basis in various Government schemes and any PPP projects in Health, Medical & Family Welfare Department who were appointed on contract / outsourcing basis through the District Selection Committee or selection process as applicable to the project.
- Tribal service @ 2.5 marks per completed six months
  - Rural service @ 2.0 marks per completed six months
  - Urban service @ 1.0 mark per completed six months
- No marks will be considered as service weightage in case of the candidates having service less than '6' months and having disciplinary / adverse remarks.
- Eligible service for consideration as service weightage is as follows;
- (i) Appointed in the posts having finance department concurrence and presently working or the services discontinued without the fault of the individual.
  - (ii) Appointed in the posts, which are not having finance department concurrence, but are presently working in APSACS, RNTCP, Mobile Epidemics, MCH Team in Tribal and vulnerable areas under NHM.
  - (iii) Appointed through the DSC and drawing salaries under 310/311
  - (iv) Appointed in the ESI Hospitals under Directorate of Insurance Medical Services through DSC and drawing salaries under 300-OCS grants
  - (v) Services in Dr. YSR Aarogya Sri Health Care Trust.
  - (vi) Services in 104 (Mobile Medical Units).
  - (vii) Services in UPHCs.
- c) 10% as weightage for the seniority to which the candidate is waiting for his/her recruitment in Government after completion of requisite qualification. Maximum 10 marks @ 1 mark per completed year after acquiring requisite qualification as on the date of notification.  
(Eg: If the candidate passed in March' 2013, then he/she will get 7 marks).

#### **How to apply :**

Candidates can download the prescribed format of application from the website of <https://www.kadapa.ap.gov.in>. Later, the filled-in application with necessary enclosures shall be submitted in person at O/O the DM&HO, Kadapa from 22-09-2021 and before 30-09-2021 up to 05-00PM.

An amount of Rs.300/- (Rupees Three hundred only) shall be paid towards application fee through demand draft in favour of District Medical & Health Officer, Kadapa, YSR District from any nationalized banks.

Sl. No.	Enclosures
1	Filled-in application form with latest Passport size photo affixed.
2	Self-attested copy of marks memo of SSC ( or) equivalent certificate
3	Self-attested copies of marks memos of all the years of qualifying examination
4	Self-attested copy of Provisional / Permanent certificate of qualification
5	Self-attested copy of permanent registration certificate of the Council / Board with necessary renewals.
6	Self-attested copy of latest caste certificate (in case of SC/ST/BC)
7	Self-attested copies of study certificates from Class-IV to X where the candidate studied. In case of private study of SSC or its equivalent residence certificate issued by the Tahasildhar for the previous seven years in the prescribed proforma.
8	Self-attested copy of latest physically handicapped certificate issued by SADARAM / Ex-Servicemen (if applicable)
9	Self-attested copy of sports certificates along with eligibility certificate issued by the sports development authority in the prescribed format.
10	Self-attested copy of EWS certificate issued by the Tahasildhar (if applicable)
11	Self-attested copy of service certificate of the candidate duly countersigned by the DM&HO / DCHS / Other authority competent by whom the individual was been appointed.
12	Self-attested copy of Aadhar certificate of the candidate (mandatory)
13	Demand Draft / Banker's cheque for R.300/- drawn from any nationalized bank in favour of DM&HO, Kadapa, YSR District.

**NOTE :-**

- i) If the certificate of caste was not enclosed, the applicant will be treated under OC.
- ii) If the study certificates are not enclosed the applicant will be treated as Non-Local.
- iii) If the candidate has not enclosed any of the above certificates specified in the table above which are applicable, the application will summarily rejected.
- iv) If any candidate has furnished/enclosed any fraudulent information, criminal case will be filed against him/her.

**RULE OF RESERVATION APPLICABLE FOR THE LOCAL CANDIDATES:-**

In terms of Para 8 of the G.O., A.P. Public Employment (Organization of local cadres) and regularization of Director Recruitment order 1975 (G.O. Ms. No. 674; G.A. (SPF.A) DEPARTMENT, DT: 29-10-1975) G.O.P.No. 763; G.A.(SPF.A) Department, dt:15/11/1975), read with G.O.Ms.No.124, G.A.(SPF.A) Department , dt; 7/3/2002.

Reservation to the local candidates is applicable as provided in the Rules and as amended from time to time as in force as on the date of the notification. The candidates claiming reservation as local candidates should enclose the required study certificates (from IV class to SSC) or Residence Certificate as the case may be. Subsequent production of the certificates will not be entertained under any circumstances.

**A) Definition of Local Candidate:**

- (i) In case, the candidate does not fall within the scope of the above, it will be considered if he/she has studied for a period of not less than seven years prior to and inclusive of the year in which he/she has studied for the maximum period out of the said period of seven years and where the period of his/her study in two or more local areas are equal such local area where he/she has studied last (in such local areas) will be taken for determination the local candidature. Similarly, if he/she has not studied during the above said period in any Educational Institution(s) the place of residence during the above period will be taken into

consideration and local candidature determined with reference to the maximum period of residence or in the case of equal period where he/she resided last.

- (ii) If the claim for local candidature is based on study, the candidate is required to produce a certificate from the Educational Institution(s) where he/she has studied during the said 4/7 years period. If, however, it is based on residence, a certificate should be submitted which is obtained from an Officer of the Revenue Department not below the rank of Tahasildhar / Mandal Revenue Officer, in independent charge of a Mandal.
- (iii) If, however, a candidate has resided in more than one Mandal during the relevant four/seven years period but within the same District or Zone as the case may be separate Certificate from the Tahasidhar / Mandal Revenue Officer, exercising jurisdiction have to be obtained in respect of different areas.

**Note:** A Single certificate, whether of study or residence would sufficient for enabling the candidate to apply as "LOCAL CANDIDATE"

- B) Residence certificate will not be accepted, if a candidate has not studied in any educational institutions up to S.S.C. or equivalent examination, such candidates have to produce study certificates invariably.
- C) The candidates claiming reservation as Local candidates should enclose the required certificates issued by the concerned authorities. Subsequent production of the certificate will NOT be entertained under any circumstances.
- D) This local reservation is only for providing District representation.

### **SELECTION PROCESS: -**

- A) Scrutiny of applications, display of provisional merit list, receipt of appeals if any, final merit list, selection list, conduction of counselling and issue of appointment orders will be done by the District Medical & Health Officer, Kadapa, YSR District under the guidance of District Selection Committee headed by the Chairman and the Joint Collector (V,WS&D), O/O the Collector & District Magistrate, Kadapa, YSR District.
- B) Selection is based on merit, experience and rule of reservation.
- C) Rule of reservation will be followed under rule 22 of AP State and Subordinate Services.

### **RECRUITMENT SCHEDULE:**

Publication of Notification	20-09-2021 in the district edition of '2' leading telugu news papers
Call for applications	From 20-09-2021 up to 05-00 PM on 30-09-2021
Scrutiny of applications	From 01-10-2021 to 05-10-2021
Publication of provisional merit list	05-10-2021
Redressal of grievances	06-10-2021 to 08-10-2021
Publication of final merit list	09-10-2021
Publication of selection list	10-10-2021
Issue of appointment orders	11-10-2021

### **CONDITIONS ON APPOINTMENT: -**

The candidate selected and appointed on contract basis shall not be regarded as a member of the service in which the post to which he/she is appointed, is included, and shall not be entitled by reason only of such appointment, to any preferential right to any other appointment in that or any other service. The department or the person may revoke the contractual appointment or discontinue the contract by giving one month's notice in writing on either side. This contract would automatically cease to operate on lapse of contract period and both parties will be discharged of their respective obligations and liabilities without any formal or informal communication.

**TENURE: -** Initially for a period of one year from the date of issue of the proceedings by the authority competent.

**LEAVE: -**

- a) The persons appointed on contract basis are entitled to only casual leave on par with regular employees in the department.
- b) In terms of G.O.Ms.No:17, Finance (HR-I.Plg-Policy) Department, Dated: 31-01-2019, the married women employees working on outsourcing or on contract basis shall eligible for '180' days of paid maternity leave for the first two deliveries. This condition is relaxed in cases of employees having less than two surviving children. The paid maternity leave shall be equivalent to the existing remuneration drawn by the above women employees. The statutory benefits such as EPF and ESI and other recoveries wherever admissible shall also be admissible by treating them as "on duty".

**OTHER SERVICE CONDITIONS: -**

1. No private Practice is allowed during the contract period.
2. Shall reside at their bonafied headquarters.
3. Department reserves the right to transfer the contractual employees to another stations due to exigencies of work or on administrative reasons.
4. Disciplinary control in accordance with provisions of APCS (CCA) Rules, 1991.
5. All persons appointed on contract basis shall execute an agreement on a non-judicial stamp paper of Rs.100/- with two witnesses, and submit the same to the appointing authority concerned at the time of reporting for duty, agreeing to the terms and conditions of the contract.

**DEBARMENT: -**

1. Candidates should make sure of their eligibility to the post applied for and that the declaration made by them in the format of application regarding their eligibility in all respects. Any candidate furnishing incorrect information or making false declaration regarding her eligibility at any stage or suppressing any information is liable to be debarred from recruitment conducted by the department and summarily rejection of their candidature for this recruitment and future recruitments.
2. The department is vested with conducting recruitment and selection as per rules duly maintaining utmost secrecy and confidentiality in this process and any attempt by any one causing or likely to cause breach of this duty in such manner or by such action as to violate or likely to violate the fair practices followed and ensured by the Department will be sufficient cause for rendering such questionable means as ground for debarment.

**DEPARTMENT'S DECISION IS FINAL**

The decision of the District Selection Committee pertains to the application and its acceptance or rejection as the case may be, and conduct of counseling and at all consequent stages culminating in the selection or otherwise of any candidate shall be final in all respects and binding on all concerned under the powers vested with it. The Department/DSC also reserves its right and modify regarding terms and conditions laid down in the notification for conducting the various stages up to selection duly intimating details thereof to all concerned as warranted by any unforeseen circumstances arising during the course of this process.

**District Medical & Health Officer,  
Kadapa, YSR District**

**Joint Collector (V,WS&D)  
Kadapa, YSR District**

Self attested  
Pass port size Photo

## APPLICATION FORM

**APPLICATION FOR THE POST OF**

**UNDER NATIONAL HEALTH MISSION IN YSR DISTRICT.**

1) Name of the applicant (in BLOCK letters)															
2) Aadhar No of the candidate (Mandatory)															
3) Father's Name / Husband's Name															
4) Residential Address :															
5) Candidates personal mobile no. (Mandatory) * All communications will be through mobile only															
3) Sex : (Male / Female)		4) Date of birth :													
5) Religion :		6) Social Status : (SC/ST/BC - (with A,B,C,D) /OC)													
7) Relaxation of age, if any : (Please specify the relaxation of age and in which aspect)															
8) Whether belongs to physically handicapped (latest Certificate issued by the SADARAM only valid )										(Yes/ No)					
9) If belongs to Ex-Service men, length of service in armed force (Only Candidate must be Ex-service men/women)										(Yes/ No)					
10) Whether the individual is having sports quota and having eligibility certificate issued by the Sports Development Authority										(Yes/ No)					
11) If belongs to Economically Weaker Sections (EWS) (Candidate must submit certificate obtained from Tahasildhar)										(Yes/ No)					
<b>**Study and conduct certificate details from Class-IV to X Class**</b>															
Sl. No.	Class	Year of Study	Name & Address of the School, where studied									District			
1	4 <sup>th</sup> Class														
2	5 <sup>th</sup> Class														
3	6 <sup>th</sup> Class														
4	7 <sup>th</sup> Class														
5	8 <sup>th</sup> Class														
6	9 <sup>th</sup> Class														
7	10 <sup>th</sup> Class														
Educational Qualification:															
Month & year of passing			Max. marks/ Grade/Points			Marks /Grade/Points obtained			Percentage of Marks Grade/Points /						

Name of the council / board in which registered	Registration No:	Year of Registration & Renewal	Registration Valid up to

**Contract / Outsourcing service in Government if any:**  
**(Service certificate issued by the appointing authority of concerned Government department is only valid)**

Name of the Scheme, where the applicant is working / was worked in the Government service	
Name of the department in which worked	
Whether on contract (or) outsourcing basis	
If, on outsourcing, indicate the Name & Address of the outsourcing agency	
Appointment orders issued by whom	
Appointment orders Proceedings Rc.No.	
Place & Address, where the applicant has worked	
Indicate the place of working is Tribal, Rural (or) Urban	
Period of working (indicate DD/MM/YYYY)	From _____ To _____
No. of completed years in Government service	

Phone/Mobile No. :

E-mail address :

### **DECLARATION**

I, \_\_\_\_\_, S/O / D/O / W/O.  
 \_\_\_\_\_, resident of House No: \_\_\_\_\_, Address  
 \_\_\_\_\_

\_\_\_\_\_, do hereby declare that, all the particulars furnished in my application are true and correct. I have read the entire notification and abide to the guidelines. I, further declare that, if the above particulars are found incorrect, I shall be liable for termination from service with immediate effect without any notice.

**Signature of the applicant**



**:: CHECK LIST ::**

<b>Sl. No.</b>	<b>Enclosures</b>	<b>Status</b>
1	Filled-in application form with latest Passport size photo affixed.	Yes/No
2	Self-attested copy of marks memo of SSC ( or) equivalent certificate	Yes/No
3	Self-attested copies of marks memos of all the years of qualifying examination	Yes/No
4	Self-attested copy of Provisional / Permanent certificate of qualification	Yes/No
5	Self-attested copy of permanent registration certificate of the Council / Board with necessary renewals	Yes/No
6	Self-attested copy of latest caste certificate (in case of SC/ST/BC)	Yes/No
7	Self-attested copies of study certificates from Class-IV to X where the candidate studied. In case of private study of SSC or its equivalent residence certificate issued by the Tahasildhar for the previous seven years in the prescribed proforma.	Yes/No
8	Self-attested copy of latest physically handicapped certificate issued by SADARAM / Ex-Servicemen(if applicable)	Yes/No
9	Self-attested copy of sports certificate along with eligibility certificate issued by the sports development authority in the prescribed format (if applicable)	Yes/No
10	Self-attested copy of EWS certificate issued by the Tahasildar (if applicable)	Yes/No
11	Self-attested copy of service certificate of the candidate duly countersigned by the DM&HO / DCHS / Other authority competent by whom the individual was been appointed.	Yes/No
12	Self-attested copy of Aadhar certificate of the candidate (mandatory)	Yes/No
13	Demand Draft / Banker's cheque for R.300/- drawn from any nationalized bank in favour of DM&HO, Kadapa, YSR District	Yes/No

**Signature of the applicant**