



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

**ANDHRA PRADESH VAIDHYA VIDHANA PARISHAD**

**DISTRICT COORDINATOR OF HOSPITAL SERVICES,  
S.P.S.R. NELLORE DISTRICT.**

**Notification No.03/2020, Dt:20-07-2020.**

NOTIFICATION FOR THE RECRUITMENT OF 40 (FORTY) DIFFERENT CATEGORIES OF POSTS ON OUT SOURCING BASIS IN THE APVVP INSTITUTIONS OF S.P.S.R. NELLORE DISTRICT.

Applications are invited from the eligible candidates regarding the recruitment of Radiographer, Bio-Statistician, Data Entry Operators and Nursing Orderlies posts in various APVVP institutions of S.P.S.R. Nellore District on Out Sourcing basis as detailed below.

S. No.	Name of the institution	DEO	Bio-Statistician	Radiographer	Nursing Orderly
1	O/o. DCHS, Nellore	0	1	0	0
2	DH, Atmakur	2	0	1	0
3	AH, Kavali	1	0	0	3
4	AH, Gudur	1	0	0	0
5	CHC, Udayagiri	1	0	0	2
6	CHC, Vinjamur	1	0	0	1
7	CHC, Buchireddy Palem	1	0	0	3
8	CHC, Indukurpeta	1	0	0	1
9	CHC, Kovur	1	0	0	3
10	CHC, Allur	1	0	0	0
11	CHC, Venkatachalam	1	0	0	0
12	CHC, Podalakur	1	0	0	0
13	CHC, Kota	1	0	0	3
14	CHC,, Vakadu	1	0	0	2
15	CHC, Venkatagiri	1	0	0	1
16	CHC, Rapur	1	0	0	0
17	CHC, Naidupeta	1	0	0	1
18	CHC, Sullurpeta	1	0	0	0
Grand Total		18	01	01	20

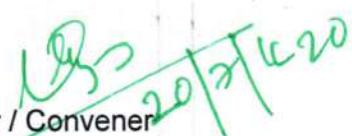
Prescribed performa regarding the application, instructions / guidelines are available in the website [https://spsnellore.ap.gov.in/notice\\_category/recruitment/](https://spsnellore.ap.gov.in/notice_category/recruitment/) The applicants can down load the applications along with instructions / guidelines regarding method of recruitment and eligibility etc.

Filled in applications should be submitted to the office of the District Coordinator of Hospital Services, S.P.S.R. Nellore District, C/o. Old jublee Hospital 1<sup>st</sup> floor, Near Vegetable Market, Nellore in all the working days from 10.30 AM to 05.00 PM along with all D.D. drawn in favour of District Coordinator of Hospital Services, S.P.S.R. Nellore District and required documents / certificates.

### **IMPORTANT DATES FOR ONLINE APPLICATION PROCESS**

- |   |                       |
|---|-----------------------|
| a. Commencement of application submission                     | : 22-07-2020          |
| b. Last date of submission of applications                    | : 28-07-2020          |
| c. Publication of Provisional Merit List                      | : )                   |
| d. Last date for receipt of grievances                        | : ) Will be displayed |
| e. Redress of grievances' and publication of final merit list | : ) in the website /  |
| f. Counselling & verification of certificates date            | : ) office.           |

Online Application and Notification details are available in the web site [https://spsnellore.ap.gov.in/notice\\_category/recruitment/](https://spsnellore.ap.gov.in/notice_category/recruitment/) for any further queries please contract District coordinator of Hospital Services, S.P.S.R. Nellore District, C/o. 1<sup>st</sup> floor of old Jubilee Hospital, Near Vegetable Market, Nellore S.P.S.R. Nellore District (OR) through Phone number 0861 - 2312606, (OR) [dchs.nlr.recruitments@gmail.com](mailto:dchs.nlr.recruitments@gmail.com).

  
Member / Convener  
District Selection Committee &  
District Coordinator of Hospital Services  
S.P.S.R. Nellore District.

# APPLICATION FORM

GOVERNMENT OF ANDHRA PRADESH, HEALTH MEDICAL & FAMILY WELFARE DEPARTMENT.

District Coordinator of Hospital Services, S.P.S.R. Nellore District.

Notification No. 03 / 2020, Dt: 20-07-2020 to recruit the posts of Nursing Orderly in the various APVVP institutions (Hospitals) of S.P.S.R. Nellore District on Out Sourcing basis.

Application Number (to be filled by office)	
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Application for the post of	Nursing Orderly
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1	Name of the Candidate			Latest Photograph Pastehere along with signature.
2	Name of the Father / Guardian			
	Spouse Name (If married)			
3	Sex (M/F)			
4	Date of Birth (DD/MM/YYYY)			
	Age as on 01-07-2020 (YY/MM /DD)			
5	Social Status (Tick (√) which ever applicable)	OC / BC-A / BC-B / BC-C / BC-D /BC-E / SC / ST		
6	Whether Physically Challenged	YES / NO		
	If yes please mention category (Tick (√) which ever applicable)	HH/OH/VH	Percentage :	
7	Whether Ex-Serviceman	YES / NO		
8	Meritorious Sports Quota	YES / NO		
9	District from which candidate is applying			

**DETAILS OF SCHOOL STUDY FROM 4<sup>th</sup> to 10<sup>th</sup>.**

CLASS	YEAR OF PASSING	NAME OF THE SCHOOL & DISTRICT IN WHICH STUDIED
IV		
V		
VI		
VII		
VIII		
IX		
X		

**EDUCATIONAL QUALIFICATIONS**

QUALIFICATION	MONTH / YEAR OF PASSING		NAME OF THE INSTITUTE / COLLEGE	MAXIMUM MARKS	MARKS OBTAINED	PERCENTAGE
	MONTH	YEAR				
SSC						

D.D. NUMBER & DATE	AMOUNT	NAME OF THE BANK

**ADDRESS:**

NAME OF THE CANDIDATE	
S/o / D/o / W/o /C/o.	
HOUSE. NO. / DOOR NO. / FLATNO.	
STREET	
VILLAGE / TOWN	
DISTRICT	
POSTAL PIN CODE	
CONTACT MOBILE PHONE NO.	
EMAIL ADDRESS	

**CHECK LIST:**

Note: - The applicants should attach the Photostat copies of certificate, failing which the application will be rejected.

S. No.	Certificates to be uploaded particulars	Whether enclosed Yes/No
1.	S.S.C. or equivalent examination (for date of Birth)/ Birth certificate issued by the government.	
2.	S.S.C. or equivalent examination pass marks list.	
3.	St. John ambulance First Aid Certificate.	
4.	Recent (within 06 months) permanent Caste / Community certificate in case of SC / ST/ BC (with categorization) issued by the Revenue authorities (Tahasildar / MRO concerned). In the absence of proper caste certificate the candidate will be treated as O.C candidate.	
5.	Study certificates for the years 4 <sup>th</sup> to 10 <sup>th</sup> class from the schools where the candidate studied (Govt./ZP/Municipal/Aided schools).	
	In case of private study 4 <sup>th</sup> to 10 <sup>th</sup> class 7 years residence certificate from the Revenue authorities (Tahasildar/ MRO) (4 <sup>th</sup> to 10 <sup>th</sup> class with years and school name).	
	In case of private study for a period not less than 07 years immediately preceding the date of commencement of 10 <sup>th</sup> or SSC, residence certificate in the Performa prescribed with authorized signatures. In the absence of the above study / residence certificates, the candidate will be considered as Non-Local.	
6.	Physically Challenged certificate issued by SADAREM in respect of the candidates claiming reservation under PH Quota.	
7.	Relevant certificates in respect of the candidates claiming under Ex-Serviceman Quota.	
8.	Relevant certificates in respect of the candidates claiming under Meritorious Sports Quota.	
9	Experience certificate of Government Service including contract / out sourcing services Tribal / Rural / Urban in the prescribed format.	

**DECLARATION**

I, Smt / Kum / Sri ..... D/o / S/o .....  
certify that the above particulars furnished by me are correct to the best of my knowledge. I also agree that in the event of any of the particulars furnished in my application being found to be incorrect or false at a later date my candidature will be cancelled summarily.

**NAME AND SIGNATURE OF THE CANDIDATE.**

**GOVERNMENT OF ANDHRA PRADESH,  
HEALTH MEDICAL & FAMILY WELFARE DEPARTMENT.**

DISTRICT COORDINATOR OF HOSPITAL SERVICES, S.P.S.R. NELLORE DISTRICT.

Notification No. 03 / 2020, Dt: 20-07-2020 for recruitment to the posts of Nursing  
Orderly in the various APVVP institutions of S.P.S.R. Nellore District on Out  
Sourcing basis.

**GUIDE LINES / INSTRUCTIONS TO THE CANDIDATES.**

1. Eligible candidates, who wish to apply to the post of Nursing Orderly in S.P.S.R. Nellore District APVVP institutions (Hospitals) on Out Sourcing basis shall down load the applications along with instructions / guidelines regarding the method of recruitment and eligibility etc from the web site [https://spsnellore.ap.gov.in/notice\\_category/recruitment/](https://spsnellore.ap.gov.in/notice_category/recruitment/) and further requested to submit the filled application in the office of the District Coordinator of Hospital Services, S.P.S.R. Nellore District, C/o. Old jubilee Hospital 1<sup>st</sup> floor, Near Vegetable Market, Nellore in all the working days from 10.30 AM to 05.00 PM along with D.D. drawn in favour of District Coordinator of Hospital Services, S.P.S.R. Nellore District along with required documents / certificates.

**IMPORTANT DATES FOR ONLINE APPLICATION PROCESS**

- |   |                              |
|---|------------------------------|
| a. Commencement of application submission                     | : 22-07-2020.                |
| b. Last date of submission of applications                    | : 28-07-2020.                |
| c. Publication of Provisional Merit List                      | : )                          |
| d. Last date for receipt of grievances                        | : )                          |
| e. Redress of grievances' and publication of final merit list | : ) Will be displayed        |
| f. Counselling & verification of certificates date            | : ) in the website / Office. |

Any changes in the above dates, the same will be displayed in the above mentioned website.

Applications received after 28-07-2020, 05.00 PM will not be entertained at any cost even the delay occurs due to postal department / Courier services etc or any other reasons.

2. **VACANCIES:** The recruitment will be made for 20 (Twenty) Nursing Orderly posts on Out Sourcing basis as detailed below.

S. No.	Name of the institution	Nursing Orderly
1	AH, Kavali	3
2	CHC, Udayagiri	2
3	CHC, Vinjamur	1
4	CHC, Buchireddy Palem	3
5	CHC, Indukurpeta	1
6	CHC, Kovur	3
7	CHC, Kota	3
8	CHC,, Vakadu	2
9	CHC, Venkatagiri	1
10	CHC, Naidupeta	1
Grand Total		20

3. **RULE OF RESERVATION:**

- General rule 22 of A.P. State and Subordinate rules 1996 followed.
- OC-06, OC (W)-03, OC (PH-V)-01, SC-02, SC (W)-01, ST (W)-01, BC-A-01, BC-A (W)-01, BC-B (W)-01, BC-C-01, BC-D (W)-01, BC-E (W)-01.

4. **AGE:**

- As per Memo No. 3543366/B1/2020, HM & FW (B1), dept, Dt: 16-06-2020 as detailed below.
  1. **O.C. Candidate:** Minimum 18 years and should not have completed 42 years as on 01-07-2020.
  2. **ST/SC/BC candidates** : Relaxation of 05 years.
  3. **Ex-Servicemen** : Relaxation of 03 years & length of Service rendered in the armed forces.
  4. **Disabled Persons** : Relaxation of 10 years.

5. **FEE:**

- The applicants must pay Rs.200/- (Rupees Two Hundreds Only) towards the application processing fee.
- ST, SC, PH and Ex-Serviceman applicants shall pay Rs.100/- (Rupees One Hundred Only) towards the application processing fee.
- D.D. drawn in favour of District Coordinator of Hospital Services, S.P.S.R. Nellore District payable in Nellore.

6. **EDUCATIONAL QUALIFICATIONS:**

- Passed in S.S.C. or its equivalent course certificate recognised by the Govt. of Andhra Pradesh.
- St. John ambulance First Aid Certificate.

7. **METHOD OF SELECTION:** Basing on the merit marks

CRITERIA	WEIGHTAGE (TOTAL MARKS 100)
Aggregate of Marks obtained in all the years in the qualifying examination.	75 %
Weightage for experience of Government Service including contract / outsourcing services	15 % a. @ 2.5 marks per six months in Tribal Area. b. @ 2.0 marks per six months in Rural Area. c. @ 1.0 marks per six months in Urban Area.

Weightage for No. of years since passing qualifying examination.	Up to 10 Marks @ 1.0 Marks per each completed year after acquiring requisite qualification.
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**NOTE:**

- Employees working in 104, (Mobile Medical Units), HDS / CDS / Aarograsri HCT, Trauma care, APSACS, NHM and other GOI Schemes who are appointed on contract/outsourcing basis through District Selection Committee or appropriate selection process whichever is applicable under the control of Director of Public Health & Family Welfare / Commissioner of A.P. Vaidhya Vidhana Parishad / Director of Medical Education allowed for weightage marks vide GO. Rt. No. 301 HM&FW (B1) Dept, dated 20-06-2020.
- Model proforma for the Experience certificate given at the end.
- Experience will be considered for those candidates, who encloses in the prescribed model proforma with relevant signatures.

**8. RESERVATION FOR LOCAL CANDIDATES:**

- 80% of the posts shall be filled with local candidates only, remaining 20% open for both local & Non-local candidates as per rules in force.
- SPSR Nellore District will be treated as local area.

**9. REMUNERATION:**

- Rs. 12,000.00 as per GO.Ms. No. 151, Fin (HR-1, Plg& Policy) Dept, dt: 08-08-2016.

**10. HOW TO APPLY:**

- The applicants can down load the applications along with instructions / guidelines regarding method of recruitment and eligibility etc from the web site [https://spsnellore.ap.gov.in/notice\\_category/recruitment/](https://spsnellore.ap.gov.in/notice_category/recruitment/)
- Filled applications should be submitted to the office of the District Coordinator of Hospital Services, S.P.S.R. Nellore District, C/o. Old jublee Hospital 1<sup>st</sup> floor, Near Vegetable Market, Nellore in all the working days from 10.30 AM to 05.00 PM along with D.D. drawn in favour of District Coordinator of Hospital Services, S.P.S.R. Nellore District along with required documents / certificates.

**11. CONDITIONS OF APPOINTMENT:**

- Out Sourcing basis selected candidate shall not be regarded as a member of service in which post his / her appointment is made and shall not be entitled to any preferential right to any other appointment in that or any other service. The department / DSC or the person may revoke the Out Sourcing appointment or discontinue by giving one month's prior 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 without any formal communication.

## **12. DEBARMENT:**

- ❖ Candidates should make sure of their eligibility to the post applied for and that the declaration made by them regarding their eligibility in all aspects. Any candidate furnishing incorrect / false information at any stage or suppressing any information is liable to be debarred from recruitment and summarily rejection of their candidature for this recruitment and for future recruitments.
- ❖ The department / DSC is vested in conducting recruitment and selection as per rules duly maintaining the utmost secrecy and confidentiality and any attempt made, 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 / DSC will be the sufficient cause for rendering such questionable means, as ground for debarment.

## **13. DEPARTMENT / D.S.C. DECISION IS FINAL:**

- ❖ The decision of the department / District Selection Committee (DSC) pertaining to the application and its acceptance or rejection as the case may be, and conduct of counselling for place of posting and at all consequent stages culminating in the selection or otherwise of any candidate shall be final in all aspects 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 various stages up to selection duly intimating details thereof to all concerned as warranted by any unforeseen circumstances arising during the course of process.
- ❖ The department / DSC empowered to increase or decrease the total vacancies notified subject to availability of vacancies as on the date of selection.
- ❖ The department / DSC having all rights to cancel or stop abruptly the process of selection and to change the method of selection at any time.

## **14. NOTE:**

- ❖ Candidates should enclose all mandatory certificates, failing which the applications will be rejected.
- ❖ In the absence of complete marks lists (along with supplementary passed marks memos) the application liable for rejection.

- ❖ Candidates not having up to date renewals from respective councils / Board will be summarily rejected.
- ❖ In the absence of proper certificates like caste / Community (with categorization) / Physically Challenged / Ex-Servicemen, the candidate will be considered as O.C.
- ❖ In the absence of the below mentioned Study / Residence certificates the candidate will be considered as Non-Local.
  - Proper study certificates from 4<sup>th</sup> class to 10<sup>th</sup> class. (OR)
  - In case of private study from 4<sup>th</sup> to 10<sup>th</sup> class 07 (Seven) years of residence certificate from revenue authorities (Tahasildar/ MRO) (4<sup>th</sup> to 10<sup>th</sup> with years and school name).

15. For any queries please contact District coordinator of Hospital Services, S.P.S.R. Nellore District, C/o. 1<sup>st</sup> floor of old Jubilee Hospital, Near Vegetable Market, Nellore S.P.S.R. Nellore District (OR) through Phone number 0861 - 2312606, (OR) [dchs.nlr.recruitments@gmail.com](mailto:dchs.nlr.recruitments@gmail.com).

(Dr. L. Chennaiah)

District Coordinator of Hospital Services  
S.P.S.R. Nellore District.

ముఖ్య గమనిక :-

నావెల్ కరోనా మహమ్మారి వ్యాప్తి ధృష్ట్యా, దరఖాస్తుదారులు పైన పేర్కొన్న సూచనలు మరియు మార్గదర్శకాలు అనుసరించి పూర్తిగా నింపిన దరఖాస్తులను, జత చేయవలసిన నకలు పత్రములతో సహా ఒక సీల్ వేసిన కవరులో పెట్టి, జిల్లా వైద్యసేవల సమన్వయాధికారి, నెల్లూరు వారి కార్యాలయములో ఏర్పాటు చేసిన డబ్బాలో వేయవలెను లేదా రిజిస్టర్ తపాలా ద్వారా పంప వలసినదిగా కొరడమైనది.

## SERVICE CERTIFICATE OF CONTRACT/ OUT SOURCING STAFF

Certificate to be issued by the concerned controlling officer  
(DM&HO/DCHS/any other appointing authority).

This is to certify that Miss & Smt. ....  
S/o,D/o,W/o ..... has been working as  
..... in PHC / CHC / AH / DH / GGH / GOI Schemes / etc on  
Contract / Outsourcing basis as allowed for weightage marks vide GO. Rt. No. 301  
HM&FW (B1) Dept, dated 20-06-2020.

THE DETAILS OF THE CONTRACTUAL / OUT SOURCING SERVICES ARE AS FOLLOWS

Sl. No	Name of the Institution	Rural / Urban	Working / worked period		Break of services if any	Reasons for break in services, if any	Charges allegations / Adverse Remarks if any
			From	To			
1							
2							

I hereby declare that,

1. His/ Her Services as ..... during the above period are satisfactory.
2. He/ she do not have any adverse remarks from his/her superiors during the period of above services as .....
3. He/ she is eligible for contractual / Out sourcing services weightage as per the rules published in the notification and Government orders.

// Counter Signature//

SEAL & SIGNATURE OF  
CONTROLLING OFFICER

(DMHO/DCHS/ANY OTHER AUTHORITY  
WHO APPOINTED THE APPLICANT).