

PROSPECTUS

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

NOTIFICATION FOR RECRUITMENT OF RNTCP KEY STAFF ON CONTRACT BASIS

Notification No. 01/DTC/CTR/2020, dated .01.2020

Applications are invited from qualified and eligible candidates for filling up of certain categories of posts on Contract Basis, initially for a period of one year in various institutions under the administrative control of District T.B. Control Officer, Chittoor.

I. The post-wise Vacancies, Qualifications, Age & Selection process are as follows:

(Separate Statement is herewith enclosed)

II. ROSTER POINTS

- 1) Medical Officer for Medical Colleges – **2 Posts**
SC (W) - 1, BC-A(W)-1
- 2) Dist.PMDT and TB/HIV Coordinator (Senior DOTS Plus & TBHIV Supervisor) – **1 Post**
- 3) Senior Treatment Supervisor(STS) – **3 Posts**
(Physically challenged persons are not eligible)
ST (W) -1, BC-C -1, SC (G) - 1
- 4) Senior Tuberculosis Laboratory Supervisor(STLS) – **6 Posts**
(Physically challenged persons are not eligible)
SC (W) - 1, BC-A(W)-1, SC (G)-1, ST (W)-1, OC (G) - 1, BC-B(W) - 1
- 5) Tuberculosis Health Visitor(TBHV) – **3 Posts**
(Physically challenged persons are not eligible)
ST (W) – 1, BC-C - 1, SC (G) - 1
- 6) District Programme Co-ordinator – **1 Post**
- 7) DRTB Statistical Assistant – **1 Post**
- 8) Accountant – **1 Post**
- 9) Lab-Technician – **3 Posts**
ST (W) -1, OC-(Ex-Ser) - 1, OC-PH (HH)/OH - 1

(From Sl.No: 2,6,7 and 8 are single posts. Hence roster point need not be maintained only filled with the merit candidate (under sub rule 2(j) of rule 22 of A.P. State & Subordinate Services Rules)

III. HOW TO APPLY:

- 1) Candidates should submit their filled-in application forms download through the website (<https://dtoapcht.wixsite.com/chittoor>)
- 2) FEE: each application must be accompanied worth Rs.200/- DD in favour of Dist T.B. Control Officer, Chittoor in any SBI Branches payable at SBI, Greampet Branch, Chittoor.
- 3) All application covers should be superscribed on right top corner as follows.
Contract Basis Recruitment-2020 – Application for the Post of
- 4) The following documents are to be submitted in the following order only.

a) Crossed Demand Draft for Rs. 200/- drawn from any SBI branch payable at SBI, Greampet Branch, Chittoor in favour of District T.B. Control Officer, Chittoor
b) Filled-in application form
c) Attested copy of marks memo of SSC & Intermediate (10+2)/ Diploma/Degree/ MBBS/PG-Degree
d) Attested copies of relevant certificate/records for applied suitable posts ie. compulsory Rotary Internship Certificate and Permanent Registration (MCI/APMC/ or any other state MC) certificates for Medical Officers and it should be in force and driving license for certain posts as indicated in the post wise vacancies, qualifications and selection process.
e) Attested copy of latest caste certificate (in Case of SC / ST / BC)
f) Two self addressed covers of Size 12 x 26 cm with Postal stamps worth of Rs. 35/-
g) Only Local candidates are eligible for apply for the posts except Medical Officers. Local candidature means, those who studied from IV class to X class in Chittoor District. Attested copies of study certificates from Class-IV to X where the candidate studied should be submit.
h) Self Addressed Indian Postal Card.

NOTE:

- a) If attested copies of Caste Certificate are not enclosed, the Candidate will be treated under OC.
- b) If the Certificate of Residence or the study certificate is not enclosed the candidate will be treated as Non-Local.
- c) If attested copies of the above are not enclosed, the application will be summarily rejected.
- d) Reservations are applicable as per the rules.

IV. 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 it may be renewed subject to satisfaction of their Contractual services.

CONTRACT REMUNERATION:-The monthly contract remuneration shall be as per the rates fixed by the Central T.B. Division, New Delhi as on the date of selection.

LEAVE ENTITLEMENT: -

- a) Casual leave - 12 days per year. All government holidays including restricted holidays as applicable in central/state services as the case may be
- b) Work - This is a full time job. No private practice or part-time employment is allowed.
- c) Termination - The contract of appointment can be terminated from either side with one month's notice.

HEAD QUARTERS AND TRANSFERS: - Department reserves the right to transfer the contractual employees to another stations due to exigencies of work or administrative reasons.

DISCIPLINE:-Subject to disciplinary control in accordance with provisions of APCS (CCA)Rules,1991.

All persons appointed on contract basis shall execute an agreement on a non-judicial stamp paper of Rs. 110/- 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.

V. SCHEDULE FOR APPLYING: -

- a) Date of availability of application forms : **From 28.01.2020 to 03.02.2020 by 5 p.m.**
- b) Last date of receipt of applications: **up to 08.02.2019 by 5 p.m.**
- c) Application forms available at Chittoor website (<https://dtoapcht.wixsite.com/chittoor>)
- d) Late receipt of filled-in applications including on reasons of postal delay will not be entertained

VI. 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 his / 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.

VII. DEPARTMENT'S DECISION IS FINAL: -

The Decision of the Department pertaining 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 also reserves its right and modify regarding terms and conditions laid down in the notification for conducting the various stages upto selection duly intimating details thereof to all concerned as warranted by any unforeseen circumstances arising during the course of this process.

TIME TABLE

1. Application available in the website (<https://dtoapcht.wixsite.com/chittoor>) **from 28.01.2020 to 03.02.2020 by 5 p.m.**
2. Last date for receipt of filled-in applications **Upto 08.02.2020 by 5 p.m.**
3. Publication of provisional merit list after scrutiny.



GOVERNMENT OF ANDHRA PRADESH
HEALTH, MEDICAL & FAMILY WELFARE DEPARTMENT

NOTIFICATION FOR RECRUITMENT OF CERTAIN CATEGORIES OF POST ON CONTRACT BASIS UNDER RNTCP PROGRAMME IN CHITTOOR DISTRICT UNDER THE ADMINISTRATIVE CONTROL OF DIST. T.B.CONTROL OFFICER, CHITTOOR

Notification No. 01/DTC/CTR/2020, dated 21.01.2020

Applications are invited from qualified and eligible candidates for filling up of the following categories of posts on Contract basis under RNTCP Programme, initially for a period of one year in various T.B. Units in Chittoor District under the administrative control of District T.B. Control Officer, Chittoor.

S.No	Category of the Contractual Post	No of posts
1	Medical Officer for Medical Colleges	02
2	District PMDT and TB/HIV Coordinator (Senior DOTS Plus & TBHIV Supervisor)	01
3	Senior Treatment Supervisor (STS)	03
4	Senior Tuberculosis Laboratory Supervisor (STLS)	06
5	Tuberculosis Health Visitor(TBHV)	03
6	District Programme Co-ordinator	01
7	DRTB Statistical Assistant	01
8	Accountant	01
9	Lab-Technician	03
Total		21

- a) Prescribed application forms are available in the Chittoor website (<https://dtoapcht.wixsite.com/chittoor>) **from 28.01.2020 to 03.02.2020 by 5 p.m.**
- b) Last date for receipt of applications: **Up to 08.02.2020 by 5 p.m.**
- c) For further details contact in the O/o the Dist. T.B. Control Centre, Chittoor in all working days/working hours.

Post-wise Vacancies, Qualifications and Selection process under RNTCP Programme.

S.No.	Category and Remuneration per month	No. of Posts	Basic Regular Qualification/Requirements	Experience in related programme	Weightage	Written Examination	Oral Interview
1	2	3	4	5	6	7	8
1	Medical Officer (Medical Officer for Medica College) Rs.56,000/- p.m.	2	1. MBBS or equivalent degree from institution recognized by Medical council of India; Must have completed compulsory rotatory internship 2. Diploma / MDPublic Health/Tuberculosis & Chest diseases 3. Basic knowledge of computers (30 Marks)	1. One year experience in RNTCP (10 Marks)	One Mark for each completed year after completion of course as specified in column.No:4 maximum restricted to 10 Marks	25 Marks for written examination to the related posts specified in column No.2	25 Marks for Oral interview to the related posts specified in column No.2
2	District PMDT and TB/HIV Coordinator (Senior DOTS Plus & TBHIV Supervisor) Rs. 35,625/- p.m.	1	1. Graduate 2. Certificate course in computer operation (minimum two months) 3. Permanent two wheeler driving license & should be able to drive two wheeler (30 Marks)	1. At-least 2 years of work experience under RNTCP or 5 years experience in any public health programme in a supervisory capacity 2. Good communication skills in local language & willing to travel in the area of work (10 Marks)			
3	Senior Treatment Supervisor (STS) Rs. 33,975/- p.m.	3	1. Bachelor's Degree OR Recognized sanitary inspector's course 2. Certificate course in computer operation (minimum 2 months) 3. Permanent two wheeler driving license & should be able to drive two wheeler (30 Marks)	1. Tuberculosis health visitor's recognized course 2. Govt. recognized degree/diploma in social work or Medical Social work 3. Successful completion of basic training course (Govt. recognized) for Multi-purpose health workers) (10 Marks)			
4	Senior Tuberculosis Laboratory Supervisor (STLS) Rs. 33,975/- p.m.	6	1. Graduate 2. Diploma in Medical Laboratory technology or equivalent from a govt recognized institution 3. Permanent two wheeler driving license & should be able to drive two wheeler 4. Certificate course in computer operation (minimum two months) (30 Marks)	1. Minimum one year experience in RNTCP (10 Marks)			
5	Tuberculosis Health Visitor (TBHV) Rs. 21,900/- p.m.	3	1. Graduate OR 2. Intermediate (10 + 2) and experience of working as MPW/LHV/ANM/ Health Education Counselling OR 3. Tuberculosis health visitor's recognized course 4. Certificate course computer operations (minimum two months) (30 Marks)	1. Training course for MPW or recognized sanitary inspector's course (10 Marks)			
6	District Programme Co-ordinator Rs.35,250/- p.m.	1	1. MBA/PG Diploma in management/health administration from a recognized institute / university 2. At least 1 year of work experience 3. Basic knowledge of computers (30 Marks)	Preference will be given to those who have worked in the field of Development/ Health at Dist./State level			

S.No.	Category and Remuneration per month	No. of Posts	Basic Regular Qualification/Requirements	Experience in related programme	Weightage	Written Examination	Oral Interview
7	DRTB Statistical Assistant Rs.35,250/- p.m.	1	1. Graduate in any discipline with Diploma in computer application or equivalent recognized by the Council for Technical education/DOE ACC 2. Typing speed of 40 w.p.m in English and local language. 3. Should be well conversant with various computer Programming including MS Word, Excel and simple statistical packages. (30 Marks)	1. At least one year experience in related field (10 Marks)	One Mark for each completed year after completion of course as specified in column.No:4 (Maximum 10 Marks)	25 Marks for written examination to the related posts specified in column No.2	25 Marks for Oral interview to the related posts specified in column No.2
8	Accountant Rs.15,000/- p.m.	1	1. Graduate in commerce 2. Two years of experience in Maintenance of accounts on double entry system in a recognized Society or Institution 3. Experience in working with Accounting software for at least 2 years 4. MBA/PGD in Financial management (30 Marks)	1. Familiarity with audit in a recognized society or institution (10 Marks)			
9	RNTCP Lab-Technician Rs.19,019/- p.m.	3	1. Intermediate (10+2)and Diploma or certified course in Medical Laboratory Technology or equivalent. 2. Candidates with Higher qualification (for example Graduates) shall be preferred (30 Marks)	1. One year experience in RNTCP or Sputum smear microscopy (10 Marks)			

Age Limit : Applicable as per the Govt.Orders. The minimum and maximum age shall be reckoned as on 01-07-2019

Total Posts = 21

**APPLICATION FOR THE POST OF
ON CONTRACT BASIS**

Application No.

Registration No.

(To be given by O/o District T.B. Control Officer, Chittoor)

1.	Name of the Applicant (in Block letters)	:	
2.	Father's Name / Husband's Name	:	
3.	Sex :		4. Date of Birth :
5.	Religion:		6. Social Status: (SC / ST / BC with group / OC)
7.	Relaxation of age if any:		
8.	Details of Education qualifications from 4th Class to 10th Class		

S.No.	Class	Year of Passing	School & Place / College & University	District

9.	Marks obtained in Academic / Technical Qualification exam prescribed for the post
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Type of Qualification	Please specify Qualifying examination	Pl. specify name of the qualifications	Month & Year of Passing	Max. Marks	Marks obtained	Percent-age of Marks
	SSC					
	Intermediate (10+2)					
	Diploma in MLT or equivalent from a Govt. recognized institution					
	Certified course in MLT or equivalent					
	Tuberculosis health visitor's recognized course					
	Graduation (Specify Group)					
	Graduate in any discipline with Diploma in computer application or equivalent recognized by the Council for Technical education/DOE ACC					
	Typing speed of 40 w.p.m. in English and local language					
	MBBS or equivalent degree from institution recognized by Medical council of India; Must have completed compulsory rotatory internship					
	Diploma / MD Public Health/Tuberculosis & Chest diseases					
	MBA/PG Diploma in management/health admn., from a recognized institute / University					
	MBA/PGD in Financial management					
	Bachelor's Degree OR Recognized sanitary inspector's course					
	Permanent two wheeler driving license & should be able to drive two wheeler					
	Certificate course in computer operation (minimum two months)					
	One year experience in RNTCP					

Experience in related programme	At-least 2 years of work experience under RNTCP or 5 years experience in any public health programme in a supervisory capacity					
	Tuberculosis health visitor's recognized course					
	Good communication skills in local language & Willing o travel in the area of work					
	Familiarity with audit in a recognized society or institution					
	Successful completion of basic training course (Govt. recognized) for Multi-purpose health workers)					
	One year experience in RNTCP or Sputum smear microscopy					
	Preference will be given to those who have worked in the field of Development/ Health at Dist./State level					
	Govt. recognized degree/diploma in social work or Medical Social work					
	Successful completion of basic training course (Govt. recognized) for Multi-purpose health workers)					
	Training course for MPW or recognized sanitary inspector's course					
	Tuberculosis health visitor's recognized course					
	One year Experience in RNTCP					

Whether available Basic Knowledge of Computers/Certificate courses or not	If available please enclose Xerox copy of the certificate	Name of the Institute certificate issued	Duration of course

10.	Details of Demand Draft:		
	Name of the Bank and Address	Demand Draft No.	Date

11) Address of Communication along with Pin code:

Name	:	
House Number	:	
Street Name	:	
Village / Town	:	
District	:	
Phone / Mobile No.	:	
Email ID	:	

DECLARATION

I do hereby declare that the above facts are true and correct. 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 CANDIDATE

Office use only

Type of Qualification	Please specify Qualifying examination	Pl. specify name of the qualifications	Month & Year of Passing	Max. Marks	Marks obtained	Percentage of Marks
	SSC					
	Intermediate (10+2)					
	Diploma in MLT or equivalent from a Govt. recognized institution					
	Certified course in MLT or equivalent					
	Tuberculosis health visitor's recognized course					
	Graduation (Specify Group)					
	Graduate in any discipline with Diploma in computer application or equivalent recognized by the Council for Technical education/DOE ACC					
	Typing speed of 40 w.p.m. in English and local language					
	MBBS or equivalent degree from institution recognized by Medical council of India; Must have completed compulsory rotatory internship					
	Diploma / MD Public Health/Tuberculosis & Chest diseases					
	MBA/PG Diploma in management/health admn., from a recognized institute / University					
	MBA/PGD in Financial management					
	Bachelor's Degree OR Recognized sanitary inspector's course					
	Permanent two wheeler driving license & should be able to drive two wheeler					
	Certificate course in computer operation (minimum two months)					
	One year experience in RNTCP					

Experience in related programme	At-least 2 years of work experience under RNTCP or 5 years experience in any public health programme in a supervisory capacity					
	Tuberculosis health visitor's recognized course					
	Good communication skills in local language & Willing o travel in the area of work					
	Familiarity with audit in a recognized society or institution					
	Successful completion of basic training course (Govt. recognized) for Multi-purpose health workers)					
	One year experience in RNTCP or Sputum smear microscopy					
	Preference will be given to those who have worked in the field of Development/ Health at Dist./State level					
	Govt. recognized degree/diploma in social work or Medical Social work					
	Successful completion of basic training course (Govt. recognized) for Multi-purpose health workers)					
	Training course for MPW or recognized sanitary inspector's course					
	Tuberculosis health visitor's recognized course					
	One year Experience in RNTCP					