

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

**OFFICE OF THE DISTRICT MEDICAL AND HEALTH OFFICER, GUNTUR DISTRICT**

GUIDELINES FOR RECRUITMENT OF VARIOUS CATEGORIES OF POSTS IN DISTRICT PROGRAMME  
MANAGEMENT UNIT, NATIONAL URBAN HEALTH MISSION, ERSTWHILE GUNTUR DISTRICT

**NOTIFICATION NO. 2875/E1/2024, DT.09.10.2024**

1. Applications are invited from the eligible candidates for filling up of various categories of posts in Urban Clinics/UPHCs under NUHM in Erstwhile Guntur District.
2. Details of Name of the post, number of posts notified, Education qualification and Experience required as at annexure- I
3. Age relaxations –
  1. OC candidate should not have completed 42 years as on 01.09.2024 (Should not have been born before 01.09.1982).
  2. SC/ST/BC Candidates should not have completed 47 years as on 01.09.2024. (Should not have been born before 01.09.1977).
  3. Ex-Servicemen and Physically Handicapped candidates should not have completed 50 years as on 01.09.2024 (Should not have been born before 01.09.1974)
4. Candidates shall submit their applications (as per the format given) along with the following documents through Registered post /Drop Box arranged in O/o DM&HO., Guntur on or before 30.10.2024 by 5.00 pm.
  - a. Copy of SSC Certificate
  - b. Copy of Intermediate Certificate
  - c. Copy of certificate of qualification mentioned against post
  - d. Copy of Marks memos of qualification mentioned against post
  - e. Copy of Latest Caste Certificate issued by MRO in case of BC, SC and ST.
  - f. Study certificates from 4<sup>th</sup> to 10<sup>th</sup> class
  - g. Copy of Sadhram Disability Certificate if applicable
  - h. Copy of Ex-Service Man Service Certificate if applicable
  - i. Copy of Sports Service Certificate if applicable
  - j. Form of application as per the format duly filled and signed.
  - k. Copy of Service Certificate for weightage marks.

**Application Fee :**

Rs.300/- for OC, BC Candidates

Rs.100/- for SC / ST / PH / Ex-Service Man Candidates

The application fees should be paid through online to the Union Bank Account, Account No.100710100054512 and IFSC Code UBIN0810070 in the name of District Medical & Health Officer, Guntur the transaction reference id should be mentioned in the form of application.

**5. METHOD OF SELECTION**

**A. Selection Process by merit**

- a) Total Marks -100
- b) 75% Marks will be allocated against marks obtained in the qualifying examination i.e., Aggregate of Marks obtained in all the years in the qualifying examination.

**B. Particulars of weightage:**

1. @ 2.5 Marks per Six months of service in Tribal Area.
2. @ 2.0 Marks per Six months of service in Rural Area.
3. @ 1.0 Marks per Six months of service in Urban Area.
- 4 .Up to 10 marks @ 1.0 mark per each completed year after acquiring requisite qualification.
5. No weightage will be given for the service rendered less than Six months.
6. There will be no interview.

**6. HOW TO APPLY :-**

1. Candidates shall submit filled applications form in the Drop Box arranged in the O/o DM&HO, Guntur or through Registered Post in the name of District Medical and Health Officer, Guntur Opp. Collectorate, Nagarampalem, Guntur.
2. Visit district web site :<http://guntur.ap.gov.in>.
3. The xerox copies of the following certificates should be enclosed along with applications.
  - a) Aadhar Card
  - b) Photo size
  - c) SSC or equivalent certificate (for Date of Birth)
  - d) Latest Caste Certificate in case of SC/ST/BC (with categorization if any) issued by MRO concerned. In the absence of proper caste certificate, the candidate will be considered as OC candidate.
  - e) In case of Physically Challenged person, Latest certificate issued by Medical Board should be uploaded online.
  - f) In case of Ex-servicemen, relevant certificate issued by competent authority shall be uploaded online.
  - g) Study Certificates from class IV to X from the school where the candidate studied. If SSC or its equivalent done by private study, without attending any school, residence certificate from MRO for previous 7 years. (in prescribed proforma). In the absence of the above certificate the candidate will be considered as non-local.
  - h) Service certificate from the controlling officer concerned (DM&HO/DCHS/ Any other authority who appointed the applicant) in case of Medical officer working on contract / Outsourcing basis. In absence of which, the candidate will not be given any weightage.
  - i) Fees payment receipt / Counterfoil shall be uploaded.

**7. INSTRUCTIONS TO CANDIDATES:****Caste & Community**

- a) Community Certificate issued by the competent authority in terms of G.O.Ms.No. 58; SW(i) Dept., dt: 12-05-1997 ( Candidates belonging to BC, SC & ST of other States are not entitled for reservations)
  - b) The General Rule 22 of Special representation shall apply to the appointments of these posts subject to various provisions in the relevant Service rules, except in the case of Physically handicapped persons.
- ii) The reservation to Women will apply as per General Rule 22-A (G.O.Ms.No. 41, WD&CW(Estt) Dept., dt: 01-08-1996



## **8. The Rule of Reservation to local candidates is applicable**

Local : 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)Dept, DT: 29-10-7975), G.O.P No.763;G.A.(SPF.A) Dept,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 on the date of 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. "Local Candidate" means a candidate for direct recruitment in relation to that Local areas where he/she has studied in Educational institution(s) for not less than four consecutive academic years prior to and including the year in which he/she appeared for SSC or its equivalent examination. If however, he/she has not studied in any educational institution during the above four years period, it is enough if he/she has resided in that area which is claimed as his/her local area during the above said period.
- II. 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.
- III. 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 Mandal Revenue Officer, in independent charge of a Mandal.
- IV. 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 Mandal Revenue Officers, exercising jurisdiction have to be obtained in respect of different areas.

- V. **Note:** A) Single certificate, whether of study or residence would suffice for enabling the candidate to apply a "LOCAL CANDIDATE"
- B) Residence certificate will not be accepted, if a candidate has not studied in any Educational institutions upto 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.
- VI. Reservations to disabled persons, are subject to their eligibility to the posts shall be subject to special rules/adhoc rules governing the posts
- VII. All are informed that the various conditions and criterion prescribed herein are Governed by the General rules of A.P. State and Subordinate Service Rules, 1996 read with the relevant specific rules applicable to any particular service in the Departments, any guidelines or clarification is based on the said rules, and in case of any necessity, any matter will be processed as per the relevant general and special rules, cited as in force.
- VIII. The District Selection Committee is empowered to conduct the recruitment for appointments to the posts notified herein duly following the principles of order of Merit and ensuring that the whole recruitment and selection process is carried out with utmost regard to maintain secrecy and confidentially, so to ensure that the principle of merit is scrupulously followed.
- IX. The candidates doing PG shall not apply. Permission will not be given to continue their PG course under any circumstances if selected.
- X. The above appointments are purely temporary and contract basis under NHM.
- XI. The selected and appointed candidates should stay at their bonafide Headquarters only.
- XII. The Selected and appointed candidates should undergo an induction training of 5 days
- XIII. Selected and appointed candidates are barred from doing private Practice.
- XIV. Selected candidates shall be liable to serve in any part of the district.
- XV. The application submitted without the required certificates and incomplete applications will be rejected summarily.



## 9. 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 in-correct 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 district Selection Committee and summarily rejection of their candidature for this recruitment & future recruitments.
2. The DSC is vested with duty of 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 ground for department.

## 10. DISTRICT SELECTION COMMITTEE DECISION TO BE FINAL

The decision of the district Selection committee pertaining to the application and its acceptance or rejection as the case may be conduct of counselling 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 time and conditions laid down in the notification for conducting the various states upto selection duly intimating details thereof to all concerned as warranted by any unforeseen circumstances arising during the course of this process.

Sl.No	Name of the Post Under NUHM G.O.Rt.No.686 HM&FW (D1) Dept, Dt.09.11.2020 (Contract Basis)	No Vacancies Erstwhile District	Remuneration to the post PM as per G.O.Rt.No.64 HM&FW (G.2) Dept, Dt.11.05.2023	Mode of Appointment
1	Lab-Technician	3	Rs.23,393/-	Contract Basis
2	Pharmacist	11	Rs.23,393/-	Contract Basis
3	DEO's	11	Rs.18,450/-	Outsourcing
4	LGS's	15	Rs.15,000/-	Outsourcing
	Total Vacancies	40		

**NOTE:** The notified posts are purely temporary on contract basis, the no of vacancies will be increased or decreased as per the instructions of the Govt. at a later date.

  
 District Medical & Health Officer  
 Guntur