

GOVERNMENT OF ANDHRA PRADESH
HEALTH, MEDICAL & FAMILY WELFARE DEPARTMENT
DISTRICT HEALTH & FAMILY WELFARE SOCIETY (NTEP), CHITTOOR,
NTEP-Notification-01/DH&FWS-CTR/2023-24, dated 25-08-2023 to 30.08.2023

DETAILED NOTIFICATION FOR RECRUITMENT OF NATIONAL TB ELIMINATION PROGRAMME (NTEP) NEW SANCTIONED & VACANT CONTRACTUAL POSTS

1. As per instructions of the Joint Director-TB & State TB Officer, Andhra Pradesh, applications are invited from qualified and eligible candidates for filling up of certain categories of NTEP vacant & newly sanctioned posts on Contract Basis, initially for a period of one year in various institutions under the administrative control of District Leprosy AIDS & TB Control Officer, Chittoor
2. Candidates shall download the applications along with instructions/guidelines regarding the method of recruitment and eligibility etc., from the website <https://dtoapcht.wixsite.com/chittoor> & (<https://chittoor.ap.gov.in>) and further requested to submit the filled application in the office of the District Leprosy Aids & TB Control Office, OP No.24, District Headquarters Hospital campus, Chittoor in all working days from 25 -08-2023 to 30-08-2023 during the office hours 10.30 AM to 05.00 PM along with required documents/certificates.
3. It is to inform that, 30-08-2023 is the last date for submission of applications in- person/Registered post Applications received after 05-00 PM will not be entertained at any of circumstances and further this office is not responsible for any postal delay.
4. The selection to the posts will be on the basis of final general merit cum Rule of Reservation.
5. **Fee:-** The applicants should pay application fee @ Rs.300/- through Demand Draft, in favour of District Leprosy Aids & T.B. Officer, Chittoor Payable at SBI or any other nationalized banks as noted below and enclose the DD along with the application
6. If the candidate is eligible for more than one post he/she is required to apply for each post separately.
7. **Post-wise Vacancies:-**

S.No.	Name of the Post	No. of Vacancies	Reservation
1	Senior Treatment Supervisor (STS)	01	BC -D (W) - 1
2	Senior Treatment Lab-Supervisor(STLS)	06	BC - A (W) - 1
			ST - (W) - 1
			BC - B (W) - 1
			OC - (W) - 1
			BC - C - 1
	OC - (G) - 1		
3	Lab-Technician	03	OC - (Ex-sev.),ST-(G), SC(G)
4	DRTB Counsellor	01	-
5	Accountant	01	-
Newly sanctioned Posts for the Tirupati District Under NTEP			
6	Senior Medical Officer	01	-
7	DPC	01	-
8	DPS	01	-
9	PPM Coordinator	01	-
10	Accountant	01	-
	TOTAL	17	

Rule of Reservations as per G.O.Ms.No.66, General Admin., (Services-D) Department, dt.14.07.2021 & G.O.Ms.No.73, General Administration (Services-D) Department, dt.04.08.2021 of the Government of Andhra Pradesh.

As per the letter received from Commissioner, Health and Family Welfare, GO, AP, Vijayawada vide No:11543/CHFW/2023 Dt.05.06.2023

8. Post-wise Qualification:-

S.No.	Name of the post	Essential Qualification/Requirement	Preferential Qualification
1	Medical Officer for DTC	<ul style="list-style-type: none"> • MBBS Or equivalent degree from institution recognized by National medical Commission, • Must have completed compulsory rotatory internship • One year experience of working in NTEP. 	<ul style="list-style-type: none"> • MD Pulmonary Medicine/MD internal Medicine/Diploma in TB AND Chest Diseases/MD Community Medicine/Diploma in Public Health/Masters in Public Health • Basic Knowledge of computers and Nikshay. •
2	Senior Treatment Supervisor (STS)	<ul style="list-style-type: none"> • Bachelor's Degree or Recognized sanitary inspector's course • Certificate course in computer operation (Minimum 6 months) • Permanent two wheeler driving license & should be able to drive two wheeler 	<ul style="list-style-type: none"> • Tuberculosis health visitor's recognized course • Govt. recognized degree/diploma in Social Work or Medical Social Work • Successful completion of basic training course (Govt. recognized) for Multi-Purpose health workers
3	Senior Treatment Lab-Supervisor (STLS)	<ul style="list-style-type: none"> • Graduate in Science/Medical Laboratory Technology • Diploma in Medical Laboratory Technology or Equivalent from a Govt. recognized institution • Permanent two wheeler driving license & should be able to drive two wheeler • Certificate course in computer operators (Minimum 6 months) 	<ul style="list-style-type: none"> • Minimum one year experience in RNTCP
4	Lab-Technician	Intermediate (10+2) and Diploma or certified course in Medical Laboratory or equivalent	<ul style="list-style-type: none"> • One year experience in RNTCP or Sputum smear microscopy • Candidates with Higher qualification (for example Graduates) shall be preferred • Certificate course in Computer operations (minimum 6 months)
5	DPC (District Programme Coordinator)	<ul style="list-style-type: none"> • MBA/PG Diploma in Management /health administration from a recognized institute/ university • At least 1 year of work experience 	<ul style="list-style-type: none"> • Preference will be given to those who have worked in the field of Development/Health at District /State level • Basic Knowledge of Computers.
6	DPS (Dots Plus Supervisor)	<ul style="list-style-type: none"> • Graduate • Certificate course in computer operation (Minimum two months) • Permanent two wheeler driving license & should be able to drive two wheeler 	<ul style="list-style-type: none"> • At -Least 2 years of work experience under NTEP OF 5 years experience in any public health programme in a supervisory capacity. • Good communication skills in local language & willing to travel in the area of work
7	PPM Coordinator	<ul style="list-style-type: none"> • Post Graduate • One year Experience of working in field of Communication. /ACSM/Public-Private Partnership Health projects/programs • Permanent two wheeler driving license & should be able to drive two wheeler 	<ul style="list-style-type: none"> • Preference to those who have worked in NTEP • Certificate/Diploma/ Degree/Masters holders in Social Sciences/ Mass Media/Communication/Rural Development Advocacy/Partnerships/related field. • Basic Knowledge of Computers

8	Accountant	<ul style="list-style-type: none"> • Graduate in commerce • Two years of experience in Maintenance of accounts double entry system in a recognized Society or institution • Experience in working with Accounting software for at least 2 years. 	<ul style="list-style-type: none"> •Familiarity with audit a recognized society or institution •MBA/PGD in Financial management.
9	DRTB Counsellor	<ul style="list-style-type: none"> • Bachelors (or equivalent) Degree in Social Work/ Sociology/Phycology 	<ul style="list-style-type: none"> •Masters degree/PG Diploma in social Work/sociology/psychology •Experience in NTEP or Worked as counselor •Basic knowledge of computers

Note:- For the post of Senior Treatment Supervisor(STS), Senior Treatment Lab-Supervisor (STLS) applicants Male or Female should tour at least 100 Km per day on a Two wheeler Hero Honda Motor cycle(100 cc with Gear) provided by the program.

SELECTION PROCEDURE:-

S.No.	CRITERIA	WEIGHTAGE (Total Marks 100)	
a)	Aggregate of Marks obtained in all the years in the Qualifying Examination	Marks obtained in Qualifying Examination.	75 Marks
b)	Weightage for No of years since passing qualifying Examination	Up to 10 Marks @ 1.0 Mark per year completed year after acquiring requisite qualification.	10 Marks
c)	Weightage for Experience of Government Service including Contract Service	<u>RNTCP Experience</u> : 5 Marks per six months	15 Marks
		<u>Based on Working Area :</u> (i) @ 2.5 Marks per six months in Tribal area. (ii) @2.00 Marks per six months in Rural area. (iii) @ 1.00 Marks per six months in Urban areas.	
		<u>Based on Covid-19 duties:</u> (i) @ 5 Marks per six months. (ii) @ 10 Marks per one year. (iii) @ 15 Marks per one year six months.	
Total:			100 Marks

Note :- Contract/Outsourcing Service rendered should be related to the same category of post mentioned in this notification with the same qualification. The service rendered other than with same qualification and post mentioned in this notification will not be considered.

The Maximum weightage, as mentioned at Point–c, will be awarded for the Government Service rendered in Tribal/Rural/Urban areas only.

- Service weightage will be given for the service up to 31-07-2023.
- No weightage will be given for the service rendered less than six months.
- There will be no interview.

9. Age Limit :- Age Limit : 42 years Applicable as per the Govt. Orders. The minimum and maximum age shall be reckoned as on 31.07.2023 with the following relaxations to the maximum age limit as per rules.

- For SCs, STs & BCs 5 (five) years.
- For Ex-Servicemen 3 (three) years in addition to the length of service in armed forces.
- For Physically handicapped persons 10 (Ten) Years.

11 TENURE:- Initially for a period of one year it may be renewed subject to satisfaction of their performance as per NTEP Guidelines.

12 Remuneration :- The details of Consolidated pay/Remuneration for the posts now filling are furnished below for the perusal:-

S.No.	Name of the NTEP Post (Contract Basis)	Mode of appointment	Consolidated Pay as per G.O.No.27, Date,16.03.2018 Remuneration
1	Medical Officer,	On Contract basis	Rs.53495/-
2	Senior Treatment Supervisor (STS)	On Contract basis	Rs.33975/-
2	Senior Treatment Lab-Supervisor(STLS)	On Contract basis	Rs.33975/-
3	Lab-Technician	On Contract basis	Rs.19019/-
4	DRTB Counsellor	On Contract basis	Rs. 18066/-
5	District Programme Coordinator	On Contract basis	Rs.35250/-
6	PPM Coordinator	On Contract basis	Rs.28980/-
6	Dots Plus Supervisor	On Contract basis	Rs.35625/-
7	Accountant		Rs.15000/-

13. Common Points:- Everyone joining the program must agree to have:

- A Mobile contact number working for incoming calls at least during duty hours
- Should reside at the duty headquarter
- Should be computer literate.
- Should have PAN & Aadhaar card number
- Should be able to drive, wherever applicable, the type/make of the two-wheeler available provided by the programme.

14. DISTRICT SELECTION COMMITTEE :-

District Selection Committee members for filling of above posts on Contract Basis as per G.O.Rt.No.217, HM &FW(J2), Dept., dated 26-02-2001 and G.O.Ms.No.64, HM &FW(E1), Dept., dated 21-06-2021:

- District Collector & Magistrate Chittoor : Chairman
- District Medical & Health Officer, Chittoor : Vice Chairman
- District Leprosy AIDS & TB Officer, Chittoor : Member Secretary

A Selection committee may be constituted by the Chairman of the District Selection Committee for selection of candidates in the panel may be kept in waiting list which should be valid up to one year from date of joining the first candidate.

- In the offer of appointment it should be specifically mentioned that, the appointment will be purely on contractual basis. The list of selected candidates may be forwarded for information to the State TB Officer.

15. Required documents:-

The following documents must submit along with application

- Aadhaar Card
- Photo
- SSC or equivalent certificate (for Date of Birth)
- 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.
- In case of Physically challenged person, Latest certificate issued by Medical Board(SADARAN) should be enclose.
- In case of Ex-servicemen, relevant certificate issued by competent authority should be enclose.
- 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.
- Submit all the relevant documents as per Essential & Preferential and other required qualifications.
- The application submitted without the required certificates and incomplete applications will be rejected summarily.
- Mark list of all years as per the qualification for the applied posts.
- The application submitted without the required certificates and incomplete applications will be rejected summarily.
- Certificate of AP Para Medical Board Registration Certificate(Valid period) compulsory for the posts of TB HV/STS/S.T.L.S./Lab-Technician.

- m) In case of STLS/Lab-Technician post:- in case of candidates those who passed Inter Vocational MLT should submit one year “Apprenticeship Completion certification” from any Government Institutions” recognized by the board of Apprenticeship training GOI, Southern Region, Chennai.
- n) Service certificate from the Controlling Officer/concerned Officer or any other authority who appointed the applicant. If service certificate is not enclosed duly signed by above authority the candidate will not be given any weightage. The prescribed proforma of Service Certificate is at last page of this notification.
- o) One Self Addressed Indian Postal Card
- p) One self-addressed covers of Size 12 x 26 cm with Postal stamps worth of Rs.35/-
- q) The applications received after the stipulated time will be rejected summarily.

16. INSTRUCTIONS:-

- a) The documents which are submitted along with application are final.
- b) After display of Provisional Merit List, while inviting Grievance from the candidates **“No fresh documents will be accepted”**.
- c) If Reserve category not submitted the Caste certificate is treated as General.
- d) If even single Marks list not submitted by the applicant **“No Marks will be awarded and not eligible”**.

17. RULE OF RESERVATION TO LOCAL CANDIDATES:-

- a) The Rule of reservation to Local candidate is applicable as per 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. 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.
- b) 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.
- c) **Definition of Local candidate:-**
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.

Note:

- i. A Single certificate, whether of study or residence would sufficient forenabling the candidate to apply a “LOCAL CANDIDATE”
- ii. Residence certificate will not be accepted, if a candidate has studied in any Educational institutions up to S.S.C. or equivalent examination, such candidates have to produce study certificates invariably.
- iii. 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.

18. SERVICE CONDITIONS:

- a. 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 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.
- b. No private practice is allowed during the contract period.
- c. All the recruited candidates shall maintain bonified headquarters.
- d. Department reserves the right to transfer the contractual employees to any other station due to exigencies of work or administrative reasons.
- e. 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 District Medical and Health

Officer, Chittoor at time of reporting for duty agreeing the terms and conditions of the contract.

- f. The appointments are purely on temporary on contract basis and liable for termination at any time.

“Candidates, who are removed earlier from the Contract service from any District Health & Family Welfare Society (NTEP), Chittoor I are not eligible”.

19. LEAVE ENTITLEMENT:-

Casual leave - 15 days per Year. All government holidays including restricted holidays as applicable for Medical & Health Department.

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

21. TERMINATION –

The contract of appointment can be terminated from either side with one month's notice depends on the performance.

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

23. DEBARMENT:

- a) 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 department and summarily rejection of their candidature for this recruitment & future recruitments.
- b) The department is vested with duty of conducting recruitment and selection as per rules duly maintaining utmost secrecy and confidentiality in this process and any attempt
- c) The Act by any one causing or likely to cause breach of 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.

24. DEPARTMENT/D.S.C. DECISION TO BE FINAL:-

The decision of the Department/DSC pertaining to the application and its acceptance or rejection as the case may be 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 time 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.

25. Time schedule for processing and completion of the Recruitment:-

25 th , August, 2023	Issue of Notification
25th, August, 2023 to 30th, August, 2023	Application receiving & Closing dates
01 st September, 2023 to 07 th , September, 2023	Scrutiny of Applications.
08 th September, 2023 to 10 th , September, 2023	Display of Provisional Merit List.
11 th , September, 2023 to 13 th September, 2023	Grievance Redressal.
16th, September, 2023 to 17th, September, 2023	Display of Final Merit List.
20 th September, 2023	Issue of Posting Orders.

APPLICATION FOR THE POST OF
ON CONTRACT BASIS

HEALTH & FAMILY WELFARE SOCIETY (NTEP), CHITTOOR
NTEP-Notification-01/DH&FWS-CTR/2023-24

Application No.

Registration No.

Affix Latest color
passport size photo with
self attestation

(To be given by O/o District Leprosy AIDS & TB Officer, Chittoor)

1.	Name of the Applicant (in Block letters)	:	
2.	Father's Name / Husband's Name	:	
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:		
8.	Details of Education qualifications from 4 th Class to 10 th Class		
9	If belongs to Ex-Service men (Only candidate must be Ex-service men)		(Yes/No)

10. DETAILS OF SCHOOL EDUCATION:

Sl.No.	Class	Year of passing	Name of the School/Place	District in which studied
1	4 th Class			
2	5 th Class			
3	6 th Class			
4	7 th Class			
5	8 th Class			
6	9 th Class			
7	10 th Class			

Study certificates from 4th Class to 10th Class should be enclosed otherwise candidate will be treated as NON-LOCAL.

11. EDUCATIONAL QUALIFICATION:

ACADEMIC MARKS OBTAINED IN THE ESSENTIAL QUALIFICATION

Qualifying Examination	Year of passing	Total Marks	Marks Obtained	% of Marks Obtained

MARKS OBTAINED IN THE PREFERENTIAL QUALIFICATION

Qualifying Examination	Year of passing	Total Marks	Marks Obtained	% of Marks obtained

12. EXPERIENCE IN GOVERNMENT MEDICAL INSTITUTIONS IF ANY :
(Should be submit in prescribed Proforma)

Sl.No.	Name of the Government Institution	Experience		No.of competed six months
		From	To	

Note :- Contract/Outsourcing/COVID Service rendered should be related to the same category of post mentioned in this application (applied post) with the same qualification. The service rendered other than with same qualification and post mentioned in this application(applied post) will not be considered.

13. ADDRESS FOR COMMUNICATION ALONG WITH MOBILE NUMBER :

Name of the Applicant	
Name of the Father /Husband	
House No	
Street/Village	
Mandal/District	
Pin code	
Mobile No.	
Email ID	

DECLARATION

I Sri/Kum/Smt..... S/O, D/O, W/O.....
.....do hereby declare that the particulars furnished in my
application are true and correct to the best of my knowledge and belief. 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

CERTIFICATE OF CONTRACTUAL/OUTSOURCING/COVID-19 SERVICE

(To be issued by the controlling officer concerned DM&HO / DCHS /any other competent authority)

This is to certify that Sri. / Smt.....
S/o, D/o.....has been working as
at.....on contract/outsourcing basis with
the Financial concurrence of the Government. The details of his/her services as on 24.08.2023

Name of the Institution	Tribal/ Rural/ Urban	Working period		Length of Services as on 24.08.2023 YY.MM.DD	No. of 06 months completed	Reasons for breaking service if any	Whether there is financial concurrence for recruitment	Allegations / adverse remarks if any
		From	To					

I hereby declare that,

1. His/ her services during the contract /outsourcing /COVID period are satisfactory.
2. He /She is appointed on contract basis through DSC/ through outsourcing agency/COVID.
3. He / She does not have any adverse remarks from his / her superiors.
4. He / She is eligible weightage under contract / outsourcing/COVID as per the rules.

SIGNATURE OF CONTROLLING OFFICER
(DMHO/DCHS/ANY OTHER COMPETENT
AUTHORITY

Station :

Date :

CHECK LIST

The following documents are must submit along with application.

S.No.	Certificates enclosed	Submitted	
		Yes	No
1	Original Application Form with Photo	YES	NO
2	Aadhaar Card	YES	NO
3	Latest Caste Certificate in case of SC/ST/BC/ (with Categorization if any) issued by MRO concerned.	YES	NO
4	In case of Ex-servicemen, relevant certificate issued by competent authority should be enclosed.	YES	NO
5	Study Certificates from class IV th to X th 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).	YES	NO
6	SSC or equivalent certificate (for Date of Birth)	YES	NO
7	Board of Intermediate Education or equivalent certificate	YES	NO
8	<u>In case of Lab-Technician/ STLS post:- copy of those who passed Inter Vocational MLT should submit one year “Apprenticeship Completion certification” from any Government Institutions” recognized by the board of Apprenticeship training GOI, Southern Region, Chennai.</u>	YES	NO
9	<u>In case of TBHV/STS Post :- MPW/LHV/ANM/Health Worker or Higher course in Health Education/Counseling</u>	YES	NO
10	Certificate of AP Para Medl. Board Registration Certificate (Valid period) compulsory.	YES	NO
11	Service certificate – Prescribed Proforma from the Controlling Officer/concerned Officer or any other authority who appointed the applicant along with Appointment Order for Contract/Outsourcing/COVID-19 Service	YES	NO
12	Certificate Course in Computer operations (minimum 06 months)	YES	NO
13	Essential qualifications.	YES	NO
a)	b)		
14	Preferential qualifications.	YES	NO
a)	b)		
15	One Self Addressed Indian Postal Card	YES	NO
16	One self addressed covers of Size 12 x 26 cm with Postal stamps worth of Rs.35/-	YES	NO
17	<u>In case of STS/STLS Post :-Two wheeler Permanent Driving License -100 cc with Gear only.</u>	YES	NO

Signature of the Applicant