

**GOVERNMENT OF ANDHRA PRADESH  
NOTIFICATION**

Collector's Ref.No. DASRC-A0SRD/1/2020-SUPDT-CTTR

**Dt:24 -12-2020**

**DSC SERVICES (CLERICAL CADRE) RECRUITMENT IN SUBORDINATE OFFICES FOR  
BACKLOG VACANCIES EARMARKED FOR THE DIFFERENTLY ABLED PERSONS  
2020-2021**

1. Applications are invited from the eligible Differently Abled candidates by **04-01-2021 up to 5.00 PM** in the proforma annexed herewith for appointment of Group IV posts in the A.P. Ministerial Services under limited recruitment for backlog vacancies earmarked for Differently Abled persons.

2. **CATEGORY OF POST**

**EDUCATIONAL QUALIFICATIONS**

i) **Junior Assistant:**

Must have passed a Bachelor's Degree of any University and qualified in the test of proficiency in office automation with use of Computer and associated software

ii) **Typist :**

Must have passed a Bachelor's Degree of any University and qualified in the test of proficiency in office automation with use of Computer and associated software and Passed in Typing Higher, Lower Telugu & English Recognized by the Board of Technical Education, Govt. of AP., or Type writing certificate issued by the NIVH/Regional Centre NIVH, Chennai

iii) **Junior Stenographer:**

Must have been passed any Degree, Type Writer Lower Higher, English & Telugu, Shorthand Lower, Higher (Or)Executive Sectary course from NIVH Chennai.

3. **AGE:** For the post indicated in ( i) The applicant should have completed (18) years of age and should not have completed 52 years of age as on 31-03-2021 including (10) years age relaxation for differently abled

4. As per the Disability certificate issued by the District Medical Board formed as per G.O.Ms.No.31 WD, CW & DW (DW) Dept., dated 01-12-2009. The candidates must have 40% of degree of disability and above except hearing impairment. In respect of hearing impairment the candidate must have loss of sixty decibels or more in the better ear in the conversational range of frequencies which corresponds to 85 dBs hearing threshold on the audiogram in the better ear i.e., 85 dB hearing level in audiogram-25 dB upper limit of normal hearing -60 dB hearing loss as per provision under "Persons with Disabilities Act, 1995" according to the para No.3 of G.O.Ms.No.31 WD, CW & DW (DW) Dept., dated 01-12-2009.

5. **Scale of Pay:** In terms of RPS-2015

6. **METHOD OF RECRUITMENT:** According to the G.O.Ms.No.74 G.A. (Services-A) Department dated:14.02.2007, the Written Examinations and oral Interviews be waived and the selection for such limited recruitment of Physically challenged persons, with disabilities be made on the basis of marks obtained in the qualifying academic examinations.

**Note(i):** The Medical Certificates produced by the individual shall be verified to confirm the genuineness before the final selection, and issue of appointment orders. Cases will be refereed by the District Collector to the respective State Appellate Medical Board Authorities in Visakhapatnam for assessing the degree of disability accurately (G.O.Ms. No.31 WDCW & DW Dept, Dated 01-12-2009) & (G.O.Ms. No.54 WDCW & DW Dept, Dated 10-11-2016).

**Note(ii):** If all relevant factors governing recruitment are equal, preference in employment shall be given to the disabled having higher degree of disability.

**Note(iii):** Not withstanding anything contained in A.P.M.S. Rules & in other relevant rules in the matter of Direct Recruitment for which Degree is prescribed as the basic qualification, the Physically challenged persons who possessed higher Studies, such as Post Graduate Qualification, directly without the basic qualification of Degree prescribed in the said rules, may be considered for appointment to the said posts without insisting of a pass in Degree qualification, in the event of non availability of eligible physically challenged candidates with the basic educational qualification prescribed for the said posts in the relevant Service Rules (G.O.Ms.No.33 G.A.(Ser-B) Department, Dated 03-02-2003)

8. Reservation for Women as prescribed in G.O.Ms.No.2 Department for Women, Children, Differently Abled & Sr. Citizens, dated 19-02-2020.
9. Approximate number of vacancies in each category of posts in the district is given below. The vacancies given are subject to decrease or increase according to circumstances.

**Vacancies of DSC Posts in the District**

| Sl. No. | Name of the Category/Post | Approximate No. of vacancies | Details of vacancies (as per G.O.Ms.No.115 WD CW & L (WH Desk) Dept., Dt.30-7-1991) |                     |                             |
|---------|---------------------------|------------------------------|---|---------------------|-----------------------------|
|         |                           |                              | Visually Handicapped  | Hearing Handicapped | Orthopaedically Handicapped |
| 1       | Junior Stenographer       | 01                           | 01(W)   | 0                   | 0                           |
| 2       | Junior Assistant          | 04                           | 02(W)   | 01(Open)            | 01(Open)                    |
| 3       | Typist                    | 02                           | 02(W)   | 0                   | 0                           |
|         | <b>Total</b>              | <b>07</b>                    | <b>05</b>   | <b>01</b>           | <b>01</b>                   |

**IMPORTANT INSTRUCTIONS:**

- 1) Format of application should be neatly typed on a thick white paper.
- 2) Completed application forms should be sent in person or through his/her Representative to the Office of the Asst. Director, Welfare of Differently Abled, Transgender & Sr. Citizens, Ground Floor, Ambedkar Bhavan, Collector's Office Complex, Chittoor. So as to reach before 04-01-2021 by 5:00PM.
- 3) Applications are restricted to the Differently Abled persons of Chittoor District only non local candidates are not entitled to apply. Local candidate in relation to local area means a person who has studied in an educational institution in such local area for a period of not less than four consecutive academic years in which he/She appeared or as the case may be first appeared for SSC or equivalent examination or when during the whole or any part of the four consecutive academic years in which he appeared for SSC or equivalent examination, he/she has not studied in any educational institution, if he/she has resided in the local area for a period of not less than four years immediately preceding the date of commencement of SSC or equivalent examination in which he/she appeared or first appeared as the case may be.

In reckoning the consecutive academic years during which a candidate has studied any period of interruption of his study by reason of his failure to pass any examination shall be disregarded.

- 4) The following documents should be enclosed along with the Application duly self attested:
  - (i) Copy of Medical Board Certificate
  - (ii) Copies of Requisite Educational Qualification
  - (iii) Copies of Bonafide Certificates from 4<sup>th</sup> to 10<sup>th</sup> Classes
  - (iv) Copy of Nativity Certificate
  - (v) Copy of Employment Registration Card
  - (vi) One Pass port size photo
  - (vii) Self addressed and stamped envelope.

If study/residential certificates are not produced the candidate will be treated as a non-local candidate.

- 5) Candidates must make arrangements to see that communications addresses to them at the addresses stated in their applications are re-directed if necessary. Every effort will be made to take account of changes in candidates address but cannot accept any responsibility in this matter.
- 6) No correspondence will be entertained in respect of in-complete and in-eligible applications.

Sd/- Dr.N.Bharath Guptha, I.A.S.,  
**COLLECTOR & DISTRICT MAGISTRATE**  
**CHITTOOR**

**GOVERNMENT OF ANDHRA PRADESH  
NOTIFICATION**

District Collector's Ref.No DASRC-AOSRD/1/2020-SUPDT-CTTR,

Dt:24- 12-2020

**SPECIAL RECRUITMENT DRIVE IN SUBORDINATE OFFICES FOR FILLING UP OF  
BACKLOG VACANCIES EARMARKED FOR THE DIFFERENTLY ABLED PERSONS  
UNDER THE PURVIEW OF OTHER THAN D.S.C.-2020-2021**

1. Applications are invited from the eligible Differently Abled candidates by **04-01-2021 up to 5.00 PM** in the proforma annexed here with for appointment for the posts shown as follows under the purview of other than DSC for backlog vacancies earmarked for Differently Abled Persons.

**2. Post Qualification details:**

| S.No. | Name of the Post            | Qualification  |
|-------|-----------------------------|--|
| 1     | Office Subordinate/Attender | Must have passed 7 <sup>th</sup> Class   |
| 2     | PH Worker / Cook            | Must have passed 5 <sup>th</sup> Class   |
| 3     | MPHA (M)                    | Must have passed SSC Passed, MPHW Training Must be Registered in AP Para Medical Board Medical Board |
| 4     | Lab Attendent               | Must have been Inter with passed Lab attendant course Recg by AP Paramedical board                   |
| 5     | Junior Technical Officer    | ITI Civil or Diploma in Civil Engineering  |

3. **AGE:** The applicant should have completed (18) years of age and should not have completed 52 years of age as on 31-03-2021 including 10 years age relaxation for Differently Abled persons.

4. As per the Disability certificate issued by the District Medical Board formed as per G.O.Ms.No.31 WD, CW & DW (DW) Dept., dated 01-12-2009, the candidates must have 40% of degree of disability and above except hearing impairment in respect of hearing impairment the candidate must have loss of sixty decibels or more in the better ear in the conversational range of frequencies which corresponds to 85 dBs hearing threshold on the audiogram in the better ear i.e., 85 dB hearing level in audiogram-25 dB upper limit of normal hearing -60 dB hearing loss as per provision under "Persons with Disabilities Act, 1995" according to the para No.3 of G.O.Ms.No.31 WD, CW & DW (DW) Dept., dated 01-12-2009.

5. **METHOD OF RECRUITMENT:** Three protocols will be considered as detailed below:

|                           |    |          |
|---------------------------|----|----------|
| 1. Age                    | –  | 20 Marks |
| 2. Severity of Disability | -- | 20 Marks |
| 3. Employment Seniority   | –  | 10 Marks |
| Total                     | –  | 50 Marks |

**Note(i):** The Medical Certificates produced by the individual shall be verified to confirm the genuineness before the final selection, and issue of appointment orders. Cases will be referred by the District Collector to the respective State Appellate Medical board Authorities in Visakhapatnam for assessing the degree of disability accurately (G.O.Ms. No.31 WDCW & DW Dept, Dated 01-12-2009) & (G.O.Ms. No.54 WDCW & DW Dept, Dated 10-11-2016).

**Note(ii):** If all relevant factors governing recruitment are equal, preference in employment shall be given to the disabled having higher degree of disability.

6. Reservation for Women as prescribed in G.O.Ms.No.2 Department for Women, Children, Differently Abled & Sr. Citizens, dated 19-02-2020.

7. Approximate number of vacancies in each category of posts in the district is given below. The vacancies given are subject to decrease or increase according to circumstances.

**Vacancies under the purview of Other than D.S.C. in the District**

| Sl. No. | Name of the Category/Post | Approximate No. of vacancies | Details of vacancies (as per G.O.Ms.No.115 WD CW & L (WH Desk) Dept., Dt.30-7-1991) |                     |                             |
|---------|---------------------------|------------------------------|---|---------------------|-----------------------------|
|         |                           |                              | Visually Handicapped  | Hearing Handicapped | Orthopaedically Handicapped |
| 1       | Office Subordinate        | 6                            | 01 (Open)<br>01 (Women)   | 02 (Open)           | 02 (Open)                   |
| 2       | MPHA (M)                  | 1                            | 0   | 01 (M)              | 0                           |
| 3       | Lab Attendent             | 1                            | 01 (Women)  | 0                   | 0                           |
| 4       | Junior Technical Officer  | 1                            | 01 (Women)  | 0                   | 0                           |
| 5       | Cook                      | 1                            | 01 (Open)   | 0                   | 0                           |
| 6       | PH Worker                 | 3                            | 0   | 02 (Open)           | 01 (Open)                   |
|         | <b>TOTAL</b>              | <b>13</b>                    | <b>5</b>  | <b>5</b>            | <b>3</b>                    |

**IMPORTANT INSTRUCTIONS:**

- 1) Format of application should be neatly typed on a thick white paper.
- 2) Completed application forms should be sent in person or through his/her Representative to the Office of the Asst. Director, Welfare of Differently abled, TG & Sr. Citizens, Ground Floor, Ambedkar Bhavan, Collector's Office Complex, Chittoor.
- 3) Applications are restricted to the Differently Abled persons of Chittoor District only non local candidates are not entitled to apply.
- 4) The following documents should be enclosed along with the Application duly self attested

- (i) Copy of Medical Board Certificate (ii) Copies of Requisite Educational Qualification (iii) Copies of Bonafide Certificates from 4<sup>th</sup> to 10<sup>th</sup> Classes (iv) Copy of Nativity Certificate (v) Copy of Employment Registration Card (vi) One Pass port size photo (vii) Self addressed and stamped envelope.

If study/residential certificates are not produced the candidate will be treated as a non-local candidate.

- 5) Candidates must make arrangements to see that communications addressed to them at the addresses stated in their applications are re-directed if necessary. Every effort will be made by the Assistant Director, Welfare of Disabled & Sr. Citizens, Chittoor to take account of changes in candidates address but cannot accept any responsibility in this matter.
- 6) No correspondence will be entertained in respect of in-complete and in-eligible applications.

Sd/- Dr.N.Bharath Guptha, I.A.S.,  
**COLLECTOR & DISTRICT MAGISTRATE  
CHITTOOR**

**ANNEXURE - 1**

**DSC**

**APPLICATION FOR RECRUITMENT TO THE POSTS OF BACKLOG VACANCIES RESERVED FOR PHYSICALLY CHALLENGED PERSONS/PERSONS WITH DISABILITIES IN CHITTOOR DISTRICT FOR THE YEAR 2020-21.**

|  |
|--|
| Affix Photo<br>Attested by the<br>Gazetted Officer |
|--|

Application for the Post of -----Reserved for VH (G) / HH (G) /OH (G)

|                                     |   |               |               |            |
|-------------------------------------|---|---------------|---------------|------------|
| I) Name of the Candidate            | : |               |               |            |
| II) Sex                             | : | Male          | Female        |            |
| III) Father's Name & Postal Address | : |               |               |            |
| IV) Phone Number                    | : | Phone/Mobile: |               |            |
| V) Date of Birth &                  | : |               |               |            |
| VI) Age as on 31-03-2021            | : | Years         | Months        | Days       |
| VII) Educational Qualification      | : |               |               |            |
|                                     |   | Maximum Marks | Marks Secured | % of Marks |
| Marks                               | : |               |               |            |
| VIII) Technical Qualification       | : |               |               |            |
| IX) Category & % of Disability      | : | VH-           | HH-           | OH-        |
| X) Emp Regn No and Date             | : |               |               |            |

I declare that I have not at any time been pronounced unfit for Government service by any medical authority and that the particulars given in this application are true to the best of my knowledge and belief.

Date:

Place:

Signature of the Applicant,

**Compulsory Enclosures: Attested by the Gazetted Officer (Pl tick in the Box):**

- |   |  |                          |
|---|--|--------------------------|
| 1 | Copies of Educational Qualification prescribed for the Post          | <input type="checkbox"/> |
| 2 | Copy of Medical Board Certificate                                    | <input type="checkbox"/> |
| 3 | Copy of Employment Card  | <input type="checkbox"/> |
| 4 | Copy of Age proof Certificate SSC/Any other indicating Date of Birth | <input type="checkbox"/> |
| 5 | Local Status Certificate/Study Certificate 1st to 10 th Class        | <input type="checkbox"/> |

ANNEXURE - 1

**ODSC**

**APPLICATION FOR RECRUITMENT TO THE POSTS OF BACKLOG VACANCIES RESERVED FOR PHYSICALLY CHALLENGED PERSONS/PERSONS WITH DISABILITIES IN CHITTOOR DISTRICT FOR THE YEAR 2020-21.**

Affix Photo  
Attested by the  
Gazetted Officer

Application for the Post of -----Reserved for VH (G) / HH (G) /OH (G)

|  |   |               |        |      |
|--|---|---------------|--------|------|
| I) Name of the Candidate                               | : |               |        |      |
| II) Sex  | : | Male          | Female |      |
| III) Father's Name & Postal Address                    | : |               |        |      |
| IV) Phone Number                                       | : | Phone/Mobile: |        |      |
| V) Date of Birth & Age<br>Age as on 31-03-2021         | : |               |        |      |
| VI) Number of  | : | Years         | Months | Days |
| VII) Date of Regn.& Emp. Seniority<br>As on 31-03-2021 | : |               |        |      |
| VIII) Number of  | : | Years         | Moths  | Days |
| IX) Category & % of Disability                         | : | VH-           | HH-    | OH-  |
| X) Educational Qualification                           | : |               |        |      |

I declare that I have not at any time been pronounced unfit for Government service by any medical authority and that the particulars given in this application are true to the best of my knowledge and belief.

Date:

Place:

Signature of the Applicant,

**Compulsory Enclosures: Attested by the Gazetted Officer (Pl tick in the Box):**

- |   |   |  |
|---|---|--|
| 1 | Copies of Educational Qualification prescribed for the Post         |  |
| 2 | Copy of Medical Board Certificate                                   |  |
| 3 | Copy of Employment Card   |  |
| 4 | Copy of Age prof Certificate SSC/Any other indicating Date of Birth |  |
| 5 | Local Status Certificate/Study Certificate 1st to 10 th Class       |  |