

**NOTIFICATION FOR RECRUITMENT OF HUMAN RESOURCES ON CONTRACT BASIS SUCH AS DATA MANAGERS, DATA ENTRY OPERATORS AT DSU, DATA ENTRY OPERATOR AT SRLS, MICROBIOLOGIST OF DPHLS, LAB TECHNICIANS AT DPHLS AND LAB ASSISTANT AT DPHLS UNDER NATIONAL HEALTH MISSION**  
**Notification No: 01/NHM/IDSP/2025-2026.**

S. No	Name of the Post, Scheme and Unit	No. of Posts	Qualification	Remuneration per month
1	<b><u>DATA MANAGER</u></b> under 1. <b>IDSP Programme</b> (DM&HO, ANNAMAYYA DISTRICT)	01	Post Graduate Qualification in Computer Science with minimum 1 year experience (or) BE in IT/Electronics. Preference will be given to those who have worked in health or social sector <b><u>AGE BELOW 40 YEARS</u></b>	Rs.36225/--
2	01. DATA ENTRY OPERATORS AT DSU (Annamayya Dist)  02. DATA ENTRY OPERATORS AT DSU (Annamayya Dist & Tirupathi Districts)	03	Graduate with at least 1 year Diploma in Computer Application <b><u>AGE-Below 40 Years.</u></b>	Rs.18450/-
3	<b><u>Microbiologist at DPHLS</u></b> (Chittoor District)	1	<ul style="list-style-type: none"> <li>• Medical Graduate with Post Graduate Degree/Diploma (preferably in Microbiology, Virology, Pathology and other lab sciences)</li> <li>• OR</li> <li>• Medical Graduate with 2 years experience in laboratory sciences</li> <li>• OR</li> <li>• M.Sc in Medical Microbiology</li> <li>• Experience: 01. Minimum 2 years relevant experience in Medical Microbiology.</li> <li>• 02. Experience of working in public health systems, implementation of laboratory quality assurance systems, assessing and organizing training programs and proven ability for planning and undertaking operational research would be desirable.</li> </ul> <b><u>AGE-Below 40 Years.</u></b>	Rs.45282/-
4	<b><u>Lab-Technician Gr-II</u></b> under DPHLS- Chittoor District	1	<ul style="list-style-type: none"> <li>• 2 years Lab-Technician course after SSC (or)</li> <li>• B.Sc with Medical Lab Technology as one of the optional subject (or)</li> <li>• Intermediate vocational course with 1 year clinical training / apprenticeship</li> </ul>	Rs.23,393/-

			training. <b><u>Must be registered at A.P. Para Medical Board</u></b> <b><u>AGE-Below 40 Years.</u></b>	
5	<b><u>Lab-Attendant</u></b> under DPHLS- Chittoor District	1	<ul style="list-style-type: none"> <li>• 2 years Lab-Technician course after SSC (or)</li> <li>• Intermediate vocational course with 1 year clinical training / apprenticeship training.</li> </ul> <b><u>Must be registered at A.P. Para Medical Board</u></b> <b><u>AGE-Below 40 Years</u></b>	Rs.15000/-

Hence, applications are invited from the qualified candidates for the above said posts, from those candidates, who have not crossed the age of '40' years. Age relaxation for upper age limit to those candidates belongs to SC/ST/BC are '5' years and '3' years for Ex-Service Men / Women and 10 years for Physically Handicapped Persons up to a maximum for 52 years. The maximum age shall be reckoned as on 28/01/2026.

The no. of posts notified for recruitment and the remuneration shown against each category is purely tentative and may likely to be increased or decreased.

**How to apply :-**

- Candidates can download the prescribed format of application using the website of <https://chittoor.ap.gov.in>.
- An amount of Rs.500/- (Rupees Five hundred only) shall be paid towards application fee through demand draft in favor of District Medical & Health Officer, Chittoor from any nationalized banks.
- The filled in application along with all its enclosures as prescribed in the table above, the candidate in person shall submit directly at O/O the District Medical & Health Officer, Chittoor on or before the last date i.e. on 20-02-2026 by 05-00 PM sharply.
- Applications sent through post / registered post / courier / mail or any other ways will be summarily rejected on or after 20-02-2026 by 5 PM.
- Application shall be super-scribed with "Application for the post of 20-02-2026\_ otherwise, the application will be summarily rejected.
- Aadhar and mobile numbers are mandatory.

**SELF ATTESTED COPIES TO BE ENCLOSED WITH FILLED IN APPLICATION:**

1	Filled-in application form with latest Passport size photo affixed.
2	Attested copy of marks memo of SSC ( or) equivalent certificate
3	Attested copies of marks memos of all the years of qualifying examination
4	Attested copies of Provisional / Permanent certificate of qualification
5	Attested copy of permanent registration certificate of the respected council / Board
6	Attested copy of latest caste certificate (in case of SC/ST/BC)
7	Attested copies of study certificates from Class-IV to X where the candidate studied
8	Attested copy of latest physically handicapped certificate / Ex-Servicemen(if applicable)
9	Attested copy of experience certificate of the candidate (if applicable )
10	Attested copy of Aadhar certificate of the candidate (mandatory)
11	Demand Draft / Banker's cheque for R.500/- drawn from any nationalized bank in favor of DM&HO, Chittoor

**NOTE :-**

- i) If attested copies of Caste certificate / physically handicapped certificate / Ex-Serviceman are not enclosed, the candidate will be treated under Open Category.
- ii) If the Study certificates are not enclosed the candidate will be treated as Non-Local.
- iii) If any of the self-attested copies noted in the table above have not enclosed by the candidate, the application will be summarily rejected.
- iv) Application shall be submitted in the format enclosed to these guidelines only.

#### **SELECTION PROCESS :-**

- A) Receipt of applications, scrutiny of applications, display of merit list, selection list, conducting counseling and issue of appointment orders will be done by District Medical & Health Officer under guidance of District Selection Committee headed by District Collector.
- B) Selection is based on merit and rule of reservation. Out of a total of 100marks, 75 marks shall be allotted against marks obtained in the qualifying exam and 10 marks against waiting period @1 mark for each year of waiting after completion of requisite qualification, subject to a maximum of 10 marks and 15 marks against in service period @1.5 marks per each 6 months subject to maximum 15 marks as on the date of Notification.
- C) Rule of Reservations will be followed as per the Rule 22 of AP State and Subordinate Services.

#### **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 from date of joining in the post.

**REMUNERATION:-** The monthly remuneration will be paid as shown and noted against each category in the above table.

#### **LEAVE :-**

- a) The persons appointed on contract basis are entitled to only casual leave on par with regular employees in the department.
- b) In terms of G.O.Ms.No:17, Finance (HR-I.Plg-Policy) Department, Dated: 31-01-2019, the married women employees working on outsourcing or on contract basis shall eligible for '180' days of paid maternity leave for the first two deliveries. This condition is relaxed in cases of employees having less than two surviving children. The paid maternity leave shall be equivalent to the

existing remuneration drawn by the above women employees. The statutory benefits such as EPF and ESI and other recoveries wherever admissible shall also be admissible by treating them as "on duty".

**OTHER SERVICE CONDITIONS:-**

1. No private practice is allowed during the contract period.
2. All the staff shall maintain bonafied head quarters.
3. Disciplinary control in accordance with provisions of APCS (CCA) Rules, 1991.
4. 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 appointing authority concerned at the time of reporting for duty, agreeing to the terms and conditions of the contract.

**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.

**DEPARTMENT'S DECISION IS FINAL:-**

The decision of the department/Dist. Selection Committee 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/DSC also reserves its right and modify regarding terms 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.

**Collector & District Magistrate,  
Chittoor.**

**District Medical & Health Officer,  
Chittoor.**

**District Programme Management Officer,  
Chittoor.**

## APPLICATION FORM

Attested  
Pass port size  
Photo

APPLICATION FOR THE POST OF \_\_\_\_\_  
ON CONTRACT BASIS UNDER NATIONAL HEALTH MISSION

Reg. No.

Application No.

**(To be given by O/o DM&HO, Chittoor, Chittoor District)**

1) Name of the applicant (in BLOCK letters)															
2) Aadhar No of the candidate (Mandatory)															
3) Father's Name / Husband's Name															
4) Residential Address :															
5) Candidates personal mobile no. (Mandatory) * All communications will be through mobile only															
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 : (Yes/No)															
8) Whether belongs to physically handicapped (latest Certificate issued by the SADARAM only valid )												(Yes/ No)			
9) If belongs to Ex-Service men, length of service in armed force (Only Candidate must be Ex-service men/women)												(Yes/ No)			
<b>**Study and conduct certificate details from Class-IV to Xth Class**</b>															
Sl. No.	Class	Year of passing	School & Place / College & University										District		
1	4 <sup>th</sup> Class														
2	5 <sup>th</sup> Class														
3	6 <sup>th</sup> Class														
4	7 <sup>th</sup> Class														
5	8 <sup>th</sup> Class														
6	9 <sup>th</sup> Class														
7	10 <sup>th</sup> Class														
Educational Qualification :															
Month & year of passing		Max. marks/ Grade/Points		Marks /Grade/Points obtained				Percentage of Marks Grade/Points /							

Name of the council / board in which registered	Registration No:	Year of Registration	Renewal registration Valid from

**Experience details if any required to be submitted for few posts shall be furnished hereunder and the copy of experience certificate shall be enclosed to the application**

Name of the post to which the candidate applied in which experience is mandatory	
Name of the institution where the candidate gained experience	
Period of working (indicate DD/MM/YYYY)	From _____ To _____
No. of completed years	
Whether, the institution where the candidate has worked is Government /Private	Government /Private
If the candidate worked in government name of the department and scheme in which worked	

**DECLARATION**

I , \_\_\_\_\_, S/O / D/O / W/O.  
\_\_\_\_\_, resident of House No: \_\_\_\_\_, Address  
\_\_\_\_\_

\_\_\_\_\_, do hereby declare that, all the particulars furnished in my application are true and correct. I have read the entire notification and abide to the guidelines. 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**

**:: CHECK LIST ::**

<b>Sl. No.</b>	<b>Enclosures</b>	<b>Status</b>
1	Filled-in application form with latest Passport size photo affixed.	Yes/No
2	Attested copy of marks memo of SSC ( or) equivalent certificate	Yes/No
3	Attested copies of marks memos of all the years of qualifying examination	Yes/No
4	Attested copies of Provisional / Permanent certificate of qualification	Yes/No
5	Attested copy of permanent registration certificate of the respected council / Board	Yes/No
6	Attested copy of latest caste certificate (in case of SC/ST/BC)	Yes/No
7	Attested copies of study certificates from Class–IV to X where the candidate studied	Yes/No
8	Attested copy of latest physically handicapped certificate / Ex-Servicemen(if applicable)	Yes/No
9	Attested copy of experience certificate of the candidate (if applicable )	Yes/No
10	Attested copy of Aadhar certificate of the candidate (mandatory)	Yes/No
11	Demand Draft / Banker’s cheque for R.500/- drawn from any nationalized bank in favour of DM&HO, Chittoor	Yes/No

**Signature of the applicant**