

Combined notification No. 01/Outsource/R&B/2024, Dt. 18.02.2024 for appointment to the posts of Watchman, Sanitary workers and office subordinates in Inspection Bungalows under the control of (R&B) Division, Vijayawada **(on Outsourcing Basis)**.

(Applications are invited from 19.02.2024 to 26.02.2024)

Ref: - 1) Govt.G.A(SU.I)Dept, Circular Memo.No.GAD01-SU0MISC/31/2019-SU-I,Dt. 20.11.2019.
2) G.O.Ms.No.7, Fin (HR.I-Plg& Policy Dept., Dt.17.01.2022.
3) G.O.Ms.No.63, T R&B (Ser.) Department, Dt.29.11.2023.
4) G.O.Rt.No.29, Transport, Roads and Buildings (Ser.R&B) Dept, Dt.11.01.2024
5) G.O.Rt.No.30, Transport, Roads and Buildings (Ser.R&B) Dept., Dt.11.01.2024.

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1. Applications are invited from eligible candidates for selection to the posts of Watchman, Sanitary workers and office subordinates in Inspection Bungalows at Vijayawada, Nandigama and Jaggaiahpeton Outsourcing basis.
 - a. Proforma of application will be received offline from 10.00 AM of 19/02/2024 to 26.02.2024 upto 05:00 PM (or) can be obtained from the Office of the Superintending Engineer (R&B) Circle, NTR District, (R&B) HoD Building, Vijayawada - 520010.
 - b. Last Date of submission of physical applications is 05:00 PM on 26.02.2024. filled in applications shall be submitted in the Superintending Engineer (R&B) Circle, NTR District, (R&B) HoD Building, Vijayawada - 520010. the concerned candidates are advised to apply as soon as possible without waiting till last date to avoid last hour rush. They are further advised to obtain dated acknowledgement from the receiving authority, in proof of their submission of application.
 - c. Combined counseling will be conducted for all the three categories together and candidates will be allowed to choose only one category from among them, while exercising his/her option. Roster registers will be maintained separately by the Superintendent in (R&B) Circle, (R&B) HoD Building, Vijayawada, NTR District - 520010.

(Cond. P.2)

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The details of vacancies to the posts of Watchman, Sanitary workers and office subordinates in Inspection Bungalows are as follows:

| Sl. No | (R&B) Sub-division | Section / Location | Watchman | Sanitary workers | Attenders | Total | Mode of hiring | Recruitment Authority |
|--------|----------------------------|--------------------|-------------|------------------|-------------|-------|----------------|-----------------------|
| 1 | Vijayawada | City Roads Section | 1 | 2 | 2 | 5 | Out sourcing | DSC |
| 2 | Jaggiahpeta | Nandigama | 1 | 1 | 1 | 3 | Out Sourcing | DSC |
| | | Jaggiahpet | 1 | 1 | 1 | 3 | Out Sourcing | DSC |
| | | Total: | 3 | 4 | 4 | 11 | | |
| 3 | Remuneration per month Rs. | | Rs. 15000/- | Rs. 10000/- | Rs. 15000/- | | | |

Note: - It is informed that the salaries for the above posts will be paid from the user charges of Inspection Bungalows.

Filled in applications for the above posts are to be submitted at the Office of the Superintending Engineer (R&B) Circle, NTR District, (R&B) HoD Building, Vijayawada - 520010, NTR District on or before 26.02.2024 by 05:00 PM.

Prospectus

1. RESERVATIONS:

- i. Reservations are applicable as per Rule 22 of AP State and Subordinate Services Rules and instructions issued from time to time including BC, SC and ST reservations.
- ii. Reservations to women will be as per General Rule 22-A (G.O. Ms. No. 41, WD&CW (Estt) Dept., Dt. 01.08.1996, G.O. Ms. No. 63 GA(Ser-D) Dept., Dt. 17.04.2018 and as per G.O. Ms. No. 77, GAD (Services-D) Dept., Dt. 02.08.2023 & instructions issued from Time to Time.
- iii. Presidential order is applicable as per G.O Ms. No. 674, GA SPF.A) Dept., Dt. 28.10.1975, G.O P No. 763, GA (SPF.A) Dept, Dt. 15.11.1975 read with G.O. Ms. No. 8 GA (SFP.A) Dept, Dt. 08.01.2022.
- iv. Reservations to Differently abled persons is applicable as per G.O. Ms. No.2, Dept., for WCDA & SC (Prog.II) Dt. 19.02.2020.
- v. Reservations for economically weaker sections will be as per G.O. Ms. No. 73, GA (Services-D) Dept., Dt. 04.08.2021.
- vi. Reservations for ex-servicemen are applicable as per rules in force.
- vii. G.O. Ms. No. 77, GAD (Services-D) Dept., Dt. 02.08.2023.
- viii. **Rule of Reservation:** as per cadre strength taken for all 3 IBs in NTR District as unit for each category of post.

(Contd.P.3)

2. Educational (Academic, Experience) qualifications, nature of appointment and remuneration to various posts:

The candidate should possess prescribed academic and experience for the post they are applying for as on the date of this notification (which will be taken for reckoning weightage for Outsourcing / outsource / honorarium service and for waiting period weightage after completion of academic / technical / professional qualifications as applicable).

If the applicant possesses an equivalent qualification to prescribed qualification in this notification applicant shall enclose a copy of the Government orders to that effect to the application, failing which their application will be rejected.

3. EVALUATION MATRIX:

a) Office Subordinate:

| Sl. No. | Qualification & Criteria | Marks to be allotted | | Remarks |
|---------|--------------------------|------------------------|-------------------|--|
| 1. | Education | 10 th class | Qualifying factor | |
| 2. | Experience | 0-2 Years | 3 Marks | In case if two or more are have the same marks, then preference shall be given to candidate having more educational qualification. |
| | | 3-5 Years | 6 Marks | |
| | | 6+ years | 10 marks | |

b) Watchman:

| Sl. No. | Qualification & Criteria | Marks to be allotted | | Remarks |
|---------|------------------------------|-------------------------------------|-------------------|--|
| 1. | Education | 10 th class | Qualifying factor | |
| 2. | Experience | 0-2 Years | 3 Marks | In case if two or more are have the same marks, then preference shall be given to candidate having more educational qualification. |
| | | 3-5 Years | 6 Marks | |
| | | 6+ years | 10 marks | |
| 3. | Physical Fitness Certificate | Issued by Govt. medical authorities | 5 marks | In case if two or more are have the same marks, then preference shall be given to candidate having more experience. |

c) Safai Karmachary (Sanitary Worker)

| Sl. No. | Qualification & Criteria | Marks to be allotted | | Remarks |
|---------|------------------------------|-------------------------------------|----------|--|
| 1. | Experience | 0-2 Years | 3 Marks | In case if two or more are have the same marks, then preference shall be given to candidate having more experience |
| | | 3-5 Years | 6 Marks | |
| | | 6+ years | 10 marks | |
| 2. | Physical Fitness Certificate | Issued by Govt. Medical authorities | 5 Marks | |

4. AGE: Upper age limits is 42 years. Age will be reckoned as on 01.07.2023 as per G.O. Ms. No. 105, GA (Ser.A) Dept., Dt. 27.09.2021 with relaxations as applicable. Relaxations will be as follows:

- a. For SC, ST, BC and EWS candidates: 05 (Five) years.
- b. For Ex-service Men: 03 (Three) years in addition to the length of service in armed forces.
- c. For differently abled persons: 10 (Ten) years.
- d. Maximum age limit is 52 years with all relaxations put together.

5. Duties of the Outsourcing personnel:

I. Duties of Watchman: The Watchman and his family shall reside in the accommodation provided in the Inspection Bungalows and they will not be allowed to reside outside the Inspection Bungalow under any circumstances.

- a) The Watchman is completely responsible for the furniture, Electrical equipment, Sanitary material and other equipment in the I.B.
- b) The Watchman is also responsible for the clean and healthy atmosphere in the I.B.

II. Duties of Office Subordinate:

- a) The Office Subordinate/(s) shall be available in the Inspection Bungalow.
- b) If two or more Office Subordinate are allotted to any Inspection Bungalow, then they shall work in shift system.
- c) The Office Subordinate is responsible for assisting the VIPs / Central / State Officials or the general public occupying the Inspection Bungalow.
- d) He shall assist the Watchman in keeping a clean and healthy atmosphere in the I.B. apart from other responsibilities entrusted by the Manager / Care Taker.

III. Duties of Sanitary Worker:

- a) The Sanitary worker is responsible for clean and healthy atmosphere in the Inspection Bungalow.
- b) They shall clean the Inspection Bungalow twice in a day.
- c) They shall attend to any other work entrusted by the Care Taker. (Assistant Executive Engineer (R&B) Concerned).

(Contd. P.5)

6. METHOD OF SELECTION:

As per the G.O. 2nd cited, for the selection certain posts to R&B Department for maintenance of Guest houses and constituted a committee with the following members for selection of above personnel, the following officers have been appointed as Committee Members.

- a. District Collector / Joint Collector – Chairman
- b. District Revenue Officer – Member
- c. District Tourism Officer – Member
- d. District Employment Officer – Member
- e. Project Director, DRDA – Member
- f. General Manager, Industries – Member
- g. The Superintending Engineer / District (R&B) Engineering Officer – Member / Convener.

The candidates claiming service weightage shall submit original Outsourcing certificate in the enclosed proforma issued by competent authority along with copy of appointment orders.

i. Applications without the Experience certificates as prescribed above will not be considered for service weightage.

(Note: Certificates taken earlier are valid. If additional period of service is there, fresh certificate to that effect shall be obtained and enclosed)

ii. Outsourcing service will be reckoned up to the date of notification as per Govt. Memo. No. 4274/D1/2013, HM&FW (D1) Dept., Dt. 10.07.2014.

7. TENURE OF APPOINTMENT AND IMPORTANT CONDITIONS:

The tenure for the Outsourcing posts in initially one year from the date of joining in the post and may be extended further period as per the instructions issued by the Government from time to time. The District Selection Committee reserves all the rights to terminate the Outsourcing of any candidate / candidates at any time with one-month prior notice or as per directions of the Government from time to time.

8. Self-attested copies of the certificates to be enclosed to the filled in application:

- a. SSC or its equivalent (for date of Birth)
- b. Pass certificates of qualifications prescribed for the posts concerned.
- c. Proof of appearance for the qualifying examination where ever applicable.

(Contd.P.6)

- d. Marks memos of all years of qualifying examinations or its equivalent. In the absence of marks memos, marks will be calculated as per rules in force.
- e. Local candidate study certificates from Class IV to X from the school where the candidate for that particular 7 years period preceding to the year of passing X class from competent authority in Form Appendix I certificate of residence prescribed vide sub clause (ii) of clause (a) of para 7 of the Presidential Order (Proforma is herewith enclosed). Candidates migrated from Telangana shall submit certificate of Local candidature as per GO No. 132 & 133, Dt. 13.06.2017. in the absence of the suitable certificate, the candidate will be considered as non-local and further action will be as per rules in force.
- f. Copy of valid and latest caste certificate. In case of non-submission of valid caste certificate, the candidate will be considered as OC.
- g. Latest EWS (Economically weaker section) certificate issued by the competent authority in case of the EWS categories. Certificate of disability issued in SADAREM.
- h. Service certificate from the controlling officer concerned / any competent authority who appointed the applicant) for claiming weightage for Outsourcing / outsourcing/honorary service, in the absence of which the candidate will not be given service weightage (proforma is herewith enclosed).
- i. Any other certificates as relevant and applicable.

Note:- Candidates must submit clear, visible documents (a to j of para8), failing which application will be summarily rejected. Applications without the above documents will be summarily rejected. For all above posts, only local candidates are eligible i.e., citizens of NTR District.

9. Important information to candidates:

- a. if selected, he /she should stay at the bonafide Head Quarters compulsorily.
- b. If selected and appointed he /she should abide by the Government rules in force regularly from time to time.
- c. Candidates are advised to follow official website of the district from time to time for further information.

- d. The candidate who submits fake/false information shall be liable for criminal prosecution besides rejection of the application for cancellation of selection, as the case may be.
- e. The Selection Committee shall issue appointment orders to the selected candidates in terms of service rules of the respective Managements existing as on the date as per choice exercised by the selected candidates

10. 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 aspects. 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 recruitment.
- 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 by any one causing or likely to cause breach of this duty in such manner or such action as to violate or likely to violate the fair practices followed and ensured by the department will be sufficient for rendering such questionable means ground for debarment.

11. DECISION TO BE FINAL:

- a. The decision of the District Selection Committee regarding acceptance or rejection of the candidature, conduct of counselling and at all consequent stages culminating in the selection or otherwise of any candidates shall be final in all respects and binding on all concerned under the powers vested.
- b. With the District Selection Committee 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.

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- c. All interested and eligible candidates shall apply after satisfying themselves that they are eligible as per the terms and conditions of this recruitment notification. Any application sent through any mode other than the prescribed offline mode (physical application) will not be entertained under any circumstances. Submission of application form by the candidate is authentication that he/ she has read the notification and shall abide by the terms and conditions laid down there under.

NOTIFICATION DETAILS

| | | |
|----|---|-------------------------------|
| 1. | Notification Date: | 19-02-2024. |
| 2. | Last date of receipt of applications: | 26-02-2024 / |
| 3. | Scrutiny | From 27-02-2024 to 28-02-2024 |
| 4. | Publication of provisional Merit list | 29-02-2024 / |
| 5. | Receipt of grievances | 04-03-2024 |
| 6. | Publication of final merit list & selection list | 04-03-2024 |
| 7. | Verification of original certificates and issue of appointment orders | 05-03-2024. |

Sd/-xxxx

**Collector & District Magistrate &
Chairman, District Selection Committee
NTR District.**

**Sd/-xxxx
District Revenue Officer
NTR District.**

**Sd/-xxxx
District Tourism Officer
NTR District**

**Sd/-xxxx
District Employment
Officer
NTR District**

**Sd/-xxxx
P.D. (DRDA)
NTR District**

**Sd/-xxxx
General Manager,
Industries,
NTR District.**

**Sd/- xxxx
Superintending Engineer(R&B)
Circle, VIJAYAWADA, NTR District.**

**GOVERNMENT OF ANDHRA PRADESH
ROADS AND BUILDING DEPARTMENT**

(NOTIFICATION NO:1/OUTSOURCE/R&B/I.B's/2024, DT. -02-2024)

**SELECTION OF VARIOUS POSTS TO WORK ON OUTSOURCING BASIS IN ROADS
AND BUILDINGS GUEST HOUSE / INSPECTION BUNGALOW**

APPLICATION FOR THE POST OF:

Affix pass port
size latest
colour
Photograph

APPLICATION NO. (TO BE FILLED BY THE OFFICER)

| | | |
|----|---|------------------------|
| 1 | NAME OF THE CANDIDATE | |
| 2 | GENDER | |
| 3 | FATHER'S NAME | |
| 4 | DATE OF BIRTH (DD-MM-YYYY) | |
| 5 | NATIVE PLACE/MANDAL/DISTRICT | |
| 6 | SOCIAL STATUS (OC/OC-EWS/SC/ST/BC-A,B,C,D,E) | |
| 7 | EDUCATIONAL QUALIFICATION | |
| 8 | WHETHER CLAIMING FOR SERVICE WEIGHTAGE (ENCLOSE SERVICE CERTIFICATE) | |
| 9 | WHETHER PHYSICALLY HANDICAPPED (VH/HH/OH) (SADAREM CERTIFICATE TO BE ENCLOSED) | |
| 10 | WHETHER CLAIMING EWS RESERVATION (COPY OF THE CERTIFICATE TO BE ENCLOSED) | |
| 11 | WHETHER EX-SERVICEMEN (ENCLOSE SERVICE CERTIFICATE) | |
| 12 | MOBILE NUMBER OF THE APPLICANT | |
| 13 | ADDRESS FOR COMMUNICATION : | |
| | | SIGNATURE OF APPLICANT |

- APPLICATIONS SHALL BE FILLED IN CAPITILETTERS ONLY.
- APPLICANT SHOULD BE A RESIDENT OF NTR DISTRICT ONLY.