

(Through Website)

Regional GST Audit & Enforcement Office, Tirupati, Balaji District, Andhra Pradesh
PIN-517501

NOTIFICATION

Rc No: RO.TPT/ESTT/33/2023

Dated: 20.11.2023

The APCTD invites applications from eligible candidates for recruitment to the posts of Data Entry Operators in the office of the Regional GST Audit & Enforcement Office, Tirupati on contract basis for a limited period.

Sl.No.	Name of the Post and Nature of Appointment	Qualification	Roaster Points
1	Data Entry Operators on outsourcing basis	<ol style="list-style-type: none">1. Must hold a Bachelor's Degree from any recognized University in India established or incorporated by or under a Central Act, State Act or Provisional Act or an Institution recognized by the University Grants Commission or any equivalent qualification.2. Must have Computer knowledge with Typing Skills and MS Office /PGDCA/DCA/Engineering or any Graduation with Computers.3. Preference will be given to those with work experience in the relevant field.	<ol style="list-style-type: none">5.OC6.OC-PH(W)7.SC8.ST(W)9.OC10.BC-B(W)11.OC
2	Office Subordinates on outsourcing basis	<ol style="list-style-type: none">1. Class 7th or equivalent educational qualification	<ol style="list-style-type: none">1.OC-(W)2.SC-(W)3.OC4.BC-A(W)5.OC

AGE:

1. No person shall be eligible for the recruitment if he/she is less than 18years of age and more than 42 years of ages as on 31.07.2023.
2. Age relaxation is applicable to the categories of SC/ST/BCs up to 5 Years.

Salary:

Data Entry Operators: Rs.18,500/- (Rules applicable as per APCOS)
Office Sub ordinates: :Rs.15,000/- (Rules application as per APCOS)

Last date to apply : 8-12-2023


Other conditions:

1. The department reserves the right to terminate the individual for unsatisfactory performance without any notice.
2. Therefore, interested and eligible candidates should submit their applications with details as per the application form enclosed with this advertisement along with copies of the following attested documents and submit their applications in the box provided at Regional GST Audit & Enforcement Office, Tirupati, 7th floor, A-Block, O/o The Collector & District Magistrate, Padmavathi Nilayam, Tirupati within the date and time specified above or the address in the register post should reach this office within the due date.
 1. Eligibility Certificate
 2. Caste Certificate
 3. Ration Card
 4. Aadhaar Card
 5. Work Experience Certificate
 6. Other Certificates.
3. Late applications will be rejected

All the eligible candidates will be informed separately about the date of interview and verification of documents.

This recruitment process is completely transparent under the supervision of the District Collector. Reservation will be done on the basis of merit, work experience and rule of reservation. So candidates are requested not to fall into any kind of temptation.

Sd/-K.Venkata Ramana Reddy
District Collector
Ex-Officio Executive
APCOS-District Outsourcing Committee,
Tirupati, Balaji Dist.


Additional Commissioner (ST)
Regional GST Audit & Enforcement Office,
Tirupati