



ANDHRA PRADESH STATE CIVIL SUPPLIES CORPORATION LIMITED
WEST GODAVARI DIST::BHIMAVARAM

EMPLOYMENT NOTIFICATION

No. P.Admin.02/Recruitment/2023.

Date: 04.12.2023.

Applications are invited from the eligible candidates through online for recruitment of **Two (2) Accountant Grade III Posts** on contract basis and **one (1) Data Entry Operator** Post on outsourcing basis for a period of 01 (One) year to work in District Civil Supplies Manager's Office, APSCSCL, Bhimavaram, West Godavari District through District Selection Committee on merit basis duly following **Roster System** and no interviews, the recruitment particulars as follows:

S.No.	Details	Date and Time
1	Online Application available in the web site	04 .12.2023 11 AM
2	Last Date of Applying	09 .12.2023 @ 5.00 PM

Sl. No.	Name of the Posts	No. of posts	Qualifications prescribed	Consolidated monthly remuneration
1	Accountant Gr.III (on Contract basis)	2	M.Com.,	Rs.27,000.00
2	Data Entry Operator	1	Any Degree with Proficiency in MS Office applications	Rs.18,500.00

Maximum age limit	(a) General 35 years. (b) Reserved 40 years
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Non local candidates will be selected only when candidates from West Godavari District are not present. (Preference will be given to serving/ experienced candidates in APSCSCL)
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Cautions & Conditions:

1. Candidate should register the application through W.G. District online official website https://westgodavari.ap.gov.in/notices_category/recruitment only up to 04.12.2023 @ 5.00 pm, physical / manual applications by Register Post or by hand in the office will not be accepted.

2. Application should be fill in the prescribed format through online with uploading Xerox copies of Education qualification Certificates, Date of Birth Certificate (issued by the Panchayathi/ Municipality), Residence & Caste Certificate, Study Certificate from 4th to 10th Class/Nativity Certificate and Work Experience Certificate duly attested by the Gazetted Officer. The Original copies of the uploaded documents and all required documents should be submitted by the candidate during the certificate verification by the DSC.
3. The Joint Collector and E.O.E.D, Andhra Pradesh State Civil Supplies Corporation Limited, West Godavari District reserves full right to modify/cancel this notification without any prior notice or intimation to applicant.
4. This recruitment is purely on contract/outsourcing basis. The applicants can't have any right to claim for continuance in the post and the selected candidates may be terminated from contract without giving any notice, even in the middle of the contract period.
5. The selection will be confirmed after due verification of all required original documents of the candidate, until finalization of the selection process candidate will not be considered.
6. Certificate courses in computer and Diplomas etc. will not be counted as additional qualifications.

7. Selection Proceedure:

i. Candidates will be selected through District Selection Committee headed by the Joint Collector & EOED, APSCSCL, West Godavari District. The following is the criteria for selection and there will be no interviews.

ii. Merit of basic Academic Qualification : **75 Points**. (Certificate to be uploaded).

iii. Experience in the field of Accountancy: 5 Points Experience in Government/Semi Government/Private Sectors (One point per each year) in the field of Accountancy. Preference shall be given to the serving candidates in the APS Civil Supplies Corporation. (Certificate to be uploaded).

iv. Additional Educational Qualifications: **20 Points**. (Certificate to be uploaded) Certificate Courses in Computers and Diploma etc will not be counted as additional qualifications.

v. The selection for the aforementioned positions is eligible only to candidates residing in West Godavari District. Local candidates must upload Study Certificates from 4th class to 10th class or a Nativity Certificate as proof of their local status. Non-local candidates will be considered only in the absence of eligible local candidates.

8. Applicant should be given his/her own Mobile Number/e-mail only, after complete the due procedure of selection, information will be intimated through mobile message/ e-mail.
9. The entire selection process is purely based on the merit duly following **roster system**. Any recommendation letters are not accepted. Candidate enclosed any recommendation letter or uploading in online website, it will be viewed seriously and liable to action against him/her. Subsequently, a Criminal Case will be booked to punish as per court of law basing on the material evidence available.
10. Any deviations or irregularities found in the submission of information and transactions may lead to legal action. Disrespect and indiscipline towards the public servant/ higher officers by the applicant during the selection, it will be lead to criminal action.
11. The Recruitment posts are taken only on contract basis; it shall not be construed as per provision of A.P.S & S.S. Rules' 1996 and Regulation of rules of Andhra Pradesh State Civil Supplies Corporation. The appointment shall not be entitled to any preferential rights for any other appointments in the service or in any other service. No suit shall be filed by the selected candidates with grounds of enhancing of monthly remuneration/regularization or continue of service in any Hon'ble court as per provision of A.P.S & S.S. Rules' 1996 in the future.

Required documents must be uploaded.

1. Aadhar Card.
2. Study certificates from IV to X class/ Nativity Certificate.
3. Caste Certificate.
4. Graduation Certificate.
5. Marks Lists of Graduation for DEO application
6. Post Graduation Certificate.
7. Marks list of Post Graduation for Accountant Grade -IIIs application.
8. Technical Qualification certificate (MS Office) for DEO Application.
9. Latest Pass Port size Photograph.

Documents to be upload for priority consideration.

1. Experience Certificate in the relevant field.
2. Sports Certificate.
3. Proof of Ex-Serviceman.
4. Differently able certificate (Physically Handicapped).
5. Technical Qualification Certificate for Accountant Grade -III.

(Applications available in the website/ in the office from 04.12.2023)

**Collector & District Magistrate
West Godavari District.**