

From
M.N. Harendhira Prasad, I.A.S.,
Collector & District Magistrate,
Visakhapatnam

To
1) The District Informatics Officer,
NIC, Visakhapatnam
2) The District Information & Public
Relation Officer, Visakhapatnam

Sir,

Sub: District Administration – Contractual Services – Creation of New E-District Manager and E- Divisional Managers in newly created Districts and Revenue Divisions – Certain guidelines for appointment of E-DMs and E- DVMs – Press note, Creation of link and uploading the notification details in the Visakhapatnam official website - Reg.

Ref: CCLA Ref.No:CMR003/16/022, Dated: 06.02.2023 of the CCLA, A.P.
###

I invite attention to the reference cited.

In reference cited above, the Special Chief Secretary to Government & Chief Commissioner of Land Administration, A.P., Mangalagiri has informed that the Government have sanctioned the creation of 40 posts (E-District Managers-13 and E-Divisional Managers -27) to the newly created Revenue Divisions, on contractual basis. The E-District Managers and E- Divisional Managers will be under control of concerned District Collector and under the overall administrative control of the Chief Commissioner of Land Administration, Government of Andhra Pradesh – for implementation of E-District Mission Mode Project and for the resolution of the technical matters arising thereof”.

The remuneration fixed for the E-District Managers and E-Divisional Managers is as under;

S.No.	Name of the Post	Category	Name of the Division for the proposed post	Remuneration
1	E-Divisional Managers	Technical Assistant	Bheemunipatnam	Rs.22,500/-

As per the list, one E-Divisional Manager post has been sanctioned to newly formed Revenue Division in Visakhapatnam District i.e., Bheemunipatnam Division.

The CCLA has given certain guidelines for appointment of the above mentioned posts and the details are as follows:

I) **District Committee:**

- a) E-DMs and E-DVMs should be appointed by District Collector on the recommendation of District Committee.
- b) Constitution of District Committee:
 - 1) Chairman – District Collector
 - 2) Members – Joint Collector and District Information Officer.

II) **Selection Procedure:**

- a) The written examination should be conducted for the candidates applying for the above posts.
- b) The written examination should be followed by an interview for the candidates who have qualified the written examination. The Interview will be conducted by the District Committee.

- c) Five per cent (5%) weightage marks are to be given at the time of interview for candidates with a minimum of two years of work experience certificate in the IT sector.
- d) The District Committee will follow the rules of reservation which are in force.

III) **Publication of Notification:**

- a) The No of posts available in the District for e-DMs and e-DVMs is to be published in the daily newspaper along with the recruitment details and eligibility conditions for the posts.
- b) Also, the relevant Government orders and details of e-DM and e-DVMs posts should be placed in the District web portal.

IV) **Eligibility Criteria:**

- a) Age Limit: The age of the candidate should be 21 to 35 years as of 01.07.2022.
- b) Qualification: The applicant should possess a Bachelor's Degree i.e., BCA/BSc/BE/B.Tech/Masters with good English communication skills. Educational certificates are to be attested by any Gazetted officer.

V) **Terms and Conditions:**


- a) The job tenure is initially one year from the date of joining and it will be extended for a further period as per their performances and instructions from Govt.
- b) The application will be rejected for the candidate who attempts to influence the authority and who produces any certificates with wrong information.
- c) The Chief Commissioner of Land Administration will be the authority to terminate / remove any EDMS/ EDVMS, if any lapses are found after the appointment, without any notice.
- d) The above post will be bound with the Terms & Conditions stipulated in G.O.Ms.No.94, Dt.28.03.2003.

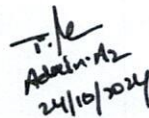
Therefore, **the District Information & Public relation Officer, Visakhapatnam** is requested to release a press note (Copy Enclosed) on the above recruitment & details should be published in all Newspapers circulating in the district to provide wide publicity.

The **District Informatics Officer, NIC, Visakhapatnam** is requested to upload the notification details in the Visakhapatnam official website and also create a link to submit online applications by the aspirants as per the specifications mentioned above.

(Issued under the note orders of the Collector & District Magistrate, Visakhapatnam)

Encls: Press Note in telugu & Notification.


24/10/2024
For Collector,
Visakhapatnam


24/10/2024

NOTIFICATION NO.693/2024/Admin.A2, Dt. 24.10.2024

E-DIVISIONAL MANAGERS RECRUITMENT

1. Applications are invited online for recruitment to the post of E-Divisional Manager, Bheemunipatnam Division.
2. The Proforma for filling application will be available in official Visakhapatnam website (<https://visakhapatnam.ap.gov.in>).
3. The applicant should submit his details in the above mentioned website in online and after submission of details, the printed format of application has to be handover to Collector's office, Visakhapatnam along with educational qualification attested copies.
4. Last date for applying through online is **04.11.2024**.

Sl. No.	Name of the Post	Category	Number of Vacant Posts	Remuneration
1	E-Divisional Manager	Technical Assistant	1 (One) (Bheemunipatnam)	Rs.22,500/-

The following are certain guidelines given by CCLA, Mangalagiri, Guntur, A.P.

I) District Committee:

- a) E-DVMs will be appointed by District Collector on the recommendation of District Committee.
- b) Members of District Committee:
 - 1) Chairman – District Collector
 - 2) Members – Joint Collector and District Information Officer.

II) Selection Procedure:

- a) The written examination will be conducted for the candidates applying for the above posts.
- b) The written examination will be followed by an interview for the candidates who have qualified the written examination. The Interview will be conducted by the District Committee.
- c) Five per cent (5%) weightage marks will be given at the time of interview for candidates with a minimum of two years of work experience certificate in the IT sector.
- d) The District Committee will follow the rules of reservation which are in force.

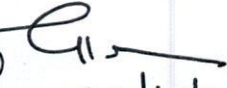
III) Eligibility Criteria:

- a) Age Limit: The age of the candidate should be 21 to 35 years as of 01.07.2022.
- b) Qualification: The applicant should possess a Bachelor's Degree i.e., BCA/BSc/BE/B.Tech/Masters with good English communication skills. Educational certificates are to be attested by any Gazetted officer.

IV) Terms and Conditions:

- a) The job tenure is initially one year from the date of joining and it will be extended for a further period as per their performances and instructions from Govt.
- b) The application will be rejected for the candidate who attempts to influence the authority and who produces any certificates with wrong information.

- c) The Chief Commissioner of Land Administration will be the authority to terminate / remove any EDMS/ EDVMs, if any lapses are found after the appointment, without any notice.
- d) The above post will be bound with the Terms & Conditions stipulated in G.O.Ms.No.94, Dt.28.03.2003.

KPTO 
24/10/2024

For Collector,
Visakhapatnam

T. J. K.
Admin. A2
24/10/2024

APPLICATION FOR THE POST OF E – DIVISIONAL MANAGER

PHOTO

1	Name of the Applicant	:					
2	Father / Husband Name	:					
3	Date of Birth & Age as on 01.07.2022	:					
4	Gender (Male / Female)	:					
5	Address for Communication	:					
6	Permanent Address	:					
7	Community (SC/ST/BC)	:					
8	Mobile Number	:					
9	E-Mail	:					
10	Aadhar Number	:					
11	Nativity (Attested certificates must be enclosed)	:					
	NATIONALITY	:					
12	Education Qualification (Attested certificates must be enclosed)	:	10 th	Inter	Degree	P.G.	Others (Specify)
	Year of Passing (MM/YY)	:					
		:					
13	Technical Qualification	:					
14	Experience, if any	:					

Declaration, I hereby declare that at the entries made by me are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected or after the selection, the Higher Authorities can take action against me as per the rules. In case it detected that have misled the Higher Authorities on any issue, I will be solely responsible for all penal consequences thereof.

Place:

Date:

Signature of the Applicant