

ANDHRA PRADESH STATE CIVIL SUPPLIES CORPORATION Ltd

(An Undertaking of Government of Andhra Pradesh)

Regd. Office: 6-3-655/1/A, Civil Supplies Bhavan, Somajiguda, Hyderabad-500082

No.P.Admn.A2/4679/2012-I

Date: 16.03.2013

NOTIFICATION-I

LIMITED RECRUITMENT TO FILL UP VACANCIES OF SCHEDULED CASTES /SCHEDULED TRIBES UNDER SPECIAL DRIVE

Para:I: Applications are invited On-line through the proforma Application made available on WEBSITE <http://apcivsupcorp.cgg.gov.in> from 10.30AM on 22-03-2013 to 5.00 PM on 22-04-2013, from result oriented target driven and capable candidates for immediate appointment to the following posts to work anywhere in the State to fill-up the back-log vacancies of Scheduled Castes and Scheduled Tribes in the AP State Civil supplies Corporation.

Vacancy Details:

S. No	Cadre	SC		ST		Total vacancies	Scale of Pay Rs.
		G	W	G	W		
1	Sr.Officer Gr.II	1	0	3	2	6	19050-45850
2	Asst.Manager(Accts)	1	0	3	1	5	16150-42590
3	Asst.Manager(Tech.)	4	2	2	1	9	
4	Asst.Manager(Genl.)	1	0	3	0	4	
5	Accountant Grade I	9	6	7	3	25	14860-39540
6	Technical Assistant Grade I	3	2	2	0	7	
7	Assistant Grade I	1	1	2	2	6	
TOTAL		20	11	21	9	62	

NOTE:

1. THE APPLICANTS ARE REQUIRED TO GO THROUGH THE USER GUIDE AND DECIDE THEMSELVES AS TO THEIR ELIGIBILITY FOR THIS RECRUITMENT CAREFULLY BEFORE APPLYING AND ENTER THE PARTICULARS COMPLETELY ONLINE.
2. SEPARATE APPLICATION SHOULD BE FILLED FOR EACH POST.
3. ALL CANDIDATES HAVE TO PAY **RS. 100/- (RUPEES ONE HUNDRED ONLY)** TOWARDS **NON REFUNDABLE** PROCESSING FEE FOR EACH APPLICATION.
4. APPLICANT MUST COMPULSORILY FILL-UP ALL RELEVANT COLUMNS OF APPLICATION AND SUBMIT APPLICATION THROUGH WEBSITE ONLY. THE PARTICULARS MADE AVAILABLE IN THE WEBSITE SHALL BE PROCESSED THROUGH COMPUTER AND ELIGIBILITY DECIDED IN TERMS OF NOTIFICATION AND CONFIRMED ACCORDINGLY.
5. THE APPLICATIONS RECEIVED ONLINE IN THE PRESCRIBED PROFORMA AVAILABLE IN THE WEBSITE AND WITHIN THE TIME SHALL ONLY BE CONSIDERED AND THE CORPORATION WILL NOT BE HELD RESPONSIBLE FOR ANY KIND OF DISCREPANCY.
6. **IMPORTANT NOTE:** Distribution of vacancies among roster points is subject to variation and confirmation.
7. Recruitment will be made to the vacancies notified only.
8. **Caste & Community:** Original Caste & Community Certificate issued by the competent authority in terms of G.O.Ms No. 58, SW (J) Dept., dt: 12/5/97 should be submitted at appropriate time. No person who professes a religion different from Hinduism shall be deemed a member of scheduled caste.
9. SC/ST Candidates belonging to other states other than Andhra Pradesh are not entitled to apply as it is a backlog Recruitment.
10. All the essential certificates issued by the competent authority should compulsorily be produced as and when required for verification.

11. Applicants should not furnish any particulars that are false, tampered, fabricated. Furnishing of such information/documents will render the candidate disqualified whenever it comes to the notice of the competent authority.
12. Persons already in Government Service/ Autonomous bodies/ Government aided institutions etc., whether in permanent or temporary capacity or as work charged employees are however required to inform in writing, their Head of Office/ Department, that they have applied for this recruitment. Employees working in Government Service/Autonomous bodies/ Government aided institutions etc., are required to submit 'No Objection Certificate' from the employer.

Para-II: EDUCATIONAL AND OTHER QUALIFICATIONS:

Applicants must possess educational and other qualifications from a **Recognized University** as detailed below, subject to various specifications in the relevant service rules as on the date of notification. **(i.e., 16-03-2013). Degrees/ Diplomas awarded by the Universities/Institutions that are recognized by the U.G.C-AICTE, D.E.C (Under IGNOU) shall only be considered. Degrees awarded to the courses offered under Distance Mode through study centers by other State Universities beyond the territorial jurisdiction of the respective state are not legally valid and they shall not be considered for Recruitment.**

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|----------------------------------|---|
| (i) Sr.Officer Gr.II | MBA from any recognized University with minimum 70% aggregate and above marks |
| (ii) Asst.Manager(Accts.) | MBA (Finance)/M.Com from any recognized University with min. 60% aggregate and above marks. |
| (iii) Asst.Manager(Tech.) | B.Sc.(Agrl.) with min. 60% aggregate and above marks. |
| (iv) Asst.Manager (Genl.) | Any Post Graduate from any recognized University with min. 60% aggregate and above marks. |
| (v) Accountant Grade I | M.Com with 60% aggregate and above marks |
| (vi) Technical Assistant Grade I | Graduate in Agrl. With 60% aggregate and above marks |
| (vii) Assistant Grade I | Post Graduate in any discipline with 60% aggregate and above marks |

Para-III: AGE:- The applicants should have a minimum age of 21 years and maximum age of 45 as on 1.07.2013.

PARA-IV: SELECTION PROCEDURE :

1. As per G.O.Ms.No.214 General Administration (SER.A) Dept., dated 08.05.2001, selection shall be made only on the basis of marks obtained in the qualifying academic examinations passed by the candidate.
2. Candidature of only those candidates who have attained the minimum marks prescribed for various posts in Qualifying Academic Examination will be processed further.

3. However, having the minimum prescribed essential qualifications in itself does not entitle the candidate for selection.
4. Selection of candidates for appointment is purely on the basis of percentage of marks obtained in the qualifying academic examination prescribed for the post. Merit list will be prepared based on the percentage of marks obtained in the qualifying academic examination in descending order. The candidate with the maximum percentage of marks in the qualifying academic examination will be placed first in the merit list and accordingly considered for selection and subsequent posts will be filled up strictly basing on the order of merit of percentage of marks.
5. If there is a tie between two or more candidates in the order of merit, selection will be made based upon the date of Birth of the said candidates and the senior most will be considered i.e to say that in case of a tie in percentage of marks if candidate A's date of birth is 15.01.1990 and that of candidate B is 20.06.1989 then candidate B will be selected for appointment. If in case date of birth is also the same, percentage of marks obtained in the next lower examination will be considered. If that is also found to be equal, the person who applied first will be considered as per the serial no. indicated in their on-line application receipt.
6. If an applicant is selected for more than one post he/she shall furnish an option for the post opted within the time prescribed. Option once exercised will be final and irrevocable. If no option is received within the time prescribed appointment to one of the posts shall be made at the discretion of the Management which shall be final and binding on the candidate.
7. Individual intimations will be sent to the selected candidates by post for attending for verification of certificates. Hence, the applicants are advised to mention correct postal address of correspondence. The corporation will not be liable for any mis communication in this regard.
8. If any candidate furnishes false and misleading information, Criminal and other legal proceedings will be initiated by the Corporation.
9. The number of vacancies indicated is provisional and may increase or decrease and even become 'Nil' depending upon the actual requirement of the Corporation. The Corporation also reserves the right to cancel all notified vacancies at its discretion and such decision will be final and binding on all. In the event of cancellation of the notified vacancies, the expenditure borne, if any by the candidate for filing on-line application will not be refunded.
10. Candidates trying to use influence or unfair means will be disqualified from selection at any stage.

11. Selected candidates will be required to execute a bond and agree to serve the Andhra Pradesh State Civil Supplies Corporation for the prescribed period of three years

Part-V: GENERAL:

1. Applicants should fill up all the columns with correct information.
2. Applicants should select the post for which he/she desires to apply.
3. Applicant should furnish his/her address for communication in the application.
4. Applicants should make sure of their eligibility for the post applied for and that the declaration made by them in the format of application regarding their eligibility is correct in all respects. Any applicant furnishing incorrect information or making false declaration regarding his/her eligibility at any stage or suppressing any information is liable to rejection of their application.
5. Particulars furnished by the applicant in the application form will be taken as final, and subsequent amendments etc., will not be entertained.
6. Application received in the prescribed proforma available in the website and within the time allowed shall only be considered and APSCSCL will not be held responsible for any kind of discrepancy.
7. Applicants must compulsorily scan their ink signed photograph at the time of uploading of application on website. Application without photo (with signature) will not be considered.
8. Applicants should not furnish any particulars that are false, tampered, fabricated or suppress any material information while making an application through website.
9. Handwritten/typed/Photostat Copies/Printed application form will not be entertained by Andhra Pradesh State Civil Supplies Corporation Limited by post or in person.
10. Before submission of application form, the applicants should carefully ensure their eligibility for selection. NO RELEVANT COLUMN OF THE APPLICATION FORM SHOULD BE LEFT BLANK, OTHERWISE APPLICATION FORM WILL NOT BE ACCEPTED.
11. INCOMPLETE/INCORRECT APPLICATION FORMS WILL BE SUMMARILY REJECTED. INFORMATION, IF ANY, FURNISHED BY THE CANDIDATE SUBSEQUENTLY WILL NOT BE ENTERTAINED BY THE CORPORATION UNDER ANY CIRCUMSTANCES. APPLICANTS SHOULD BE CAREFUL IN FILLING-UP OF THE APPLICATION FORM. IF ANY LAPSE IS DETECTED DURING THE SCRUTINY, THE CANDIDATURE WILL BE REJECTED EVEN THOUGH HE/SHE COMES THROUGH THE FINAL STAGE OF RECRUITMENT PROCESS OR EVEN AT A LATER STAGE.

12. The Corporation is empowered to conduct selection process for the posts notified and the selection process is carried out with utmost regard to maintain secrecy and confidentiality so as to ensure that the principles of merit are scrupulously followed. A candidate shall be disqualified for appointment, if he/she himself/herself or through relations or friends or any others has canvassed or endeavored to enlist his/her candidature, extraneous support, whether from official or non-official sources for appointment.
13. **Decision of the Corporation in all aspects and all respects pertaining to the application and its acceptance or rejection as the case may be 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. Corporation also reserves its right to alter and modify the terms and conditions laid down in the Notification for conducting the various stages up to selection, duly intimating details there of to all concerned, as warranted by any unforeseen circumstances arising during the course of this process, or as deemed necessary by the Corporation at any such stage.**
14. The last date for payment of Fee is 20-04-2013 (Saturday) and Last date for uploading online application is 22-04-2013 (Monday)

**Sd/-D.VARAPRASAD
VC & MANAGING DIRECTOR**

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NOTIFICATION-II

LIMITED RECRUITMENT TO FILL UP VACANCIES OF SCHEDULED CASTES /SCHEDULED TRIBES UNDER SPECIAL DRIVE

Para:I: Applications are invited On-line through the proforma Application made available on WEBSITE <http://apcivsupcorp.cgg.gov.in> from 10.30AM on 22-03-2013 to 5.00 PM on 22-04-2013 from result oriented target driven and capable candidates for immediate appointment to the following posts to to fill-up the carry foward vacancies of Scheduled Castes and Scheduled Tribes in the Civil supplies Corporation.

Vacancy Details:

I. Accountant Grade II – 1 post : (Scale of pay Rs. 11530 – 33200)

One (1) post – SC Category

Candidates local to Hyderabad, RR Dist., Medak, Nalgonda, Mahabubnagar and Nizamabad Districts only are eligible to apply.

Qualification: B.Com With 50% aggregate and above marks

II. Assistant Grade II – 3 Posts (Scale of pay Rs. 11530 – 33200)

One (1) post - SC Category

Candidates local to Srikakulam, Visakhapatnam, Vizianagaram Districts only are eligible to apply.

One (1) post SC Category

Candidates local Anantapur, Chittoor, Kurnool and Kadapa Districts only are eligible to apply.

One (1) post – SC (W) Category

Candidates local to Khammam, Karimnagar, Warangal and Adilabad Districts only are eligible to apply

Qualifications: Degree in any discipline with 50% aggregate and above marks.

III. Technical Assistant Grade II – 1 Post (Scale of pay Rs. 11530 – 33200).

One (1) post - SC Category

Candidates local to Khammam, Karimnagar, Warangal and Adilabad Districts only are eligible to apply

Qualifications: Graduate in Agriculture with 50% aggregate and above marks

IV. Accountant Grade III - 5 Posts (Scale of pay Rs. 8840 – 24950).

One (1) post - SC Category

Candidates local to Anantapur, Chittoor, Kurnool and Kadapa Districts only are eligible to apply.

One (1) post - SC Category, One (1) post - ST Category

Candidates local to Hyderabad, RR Dist., Medak, Nalgonda, Mahabubnagar and Nizamabad Districts only are eligible to apply.

One (1) post in Head Office- SC Category, One (1) post in Head Office – ST Category

Qualifications: Graduate with Commerce with 40% aggregate and above marks

V. Assistant Grade III : - 2 posts (scale of pay Rs. 8840 – 24950)

One (1) post – SC Category.

Candidates local to Guntur, Nellore and Prakasam Districts only are eligible to apply.

One (1) post – SC Category

Candidates local to Hyderabad, RR Dist., Medak, Nalgonda, Mahabubnagar and Nizamabad Districts only are eligible to apply

Qualifications: Graduate in any discipline with 40% aggregate and above marks.

VI. Technical Assistant Grade III - 3 posts (Scale of pay Rs. 8840 – 24950)

One (1) post - ST Category

Candidates local to Guntur, Nellore and Prakasam Districts only are eligible to apply

One (1) post - SC Category, One (1) post - ST Category

Candidates local to Anantapur, Chittoor, Kurnool and Kadapa Districts only are eligible to apply.

Qualifications: Degree in Botony/Zoology/Biochemistry/Bio-Sceience/Agriculture with 40% aggregate and above marks

VII. Record Assistant – 4 posts (Scale of pay Rs. 7740 - 23040).

One (1) post - ST category

Candidates local to Srikakulam, Visakhapatnam, Vizianagaram Districts only are eligible to apply.

One (1) post - ST(W) category

Candidates local to East Godavari, West Godavari and Krishna District only are eligible to apply.

One (1) post – SC Category

Candidates local to Guntur, Nellore and Prakasam Districts only are eligible to apply

One (1) post - SC(W) Category

Candidates local to Khammam, Karimnagar, Warangal and Adilabad Districts are eligible to apply

Qualifications: Pass in Intermediate and equivalent examination

VIII. Office Subordinates: 3 posts (Scale of pay Rs. 6700– 20110).

One (1) post - ST Category

Candidates local to Anantapur, Chittoor, Kurnool and Kadapa Districts only are eligible to apply.

One (1) post - ST Category

Candidates local to Khammam, Karimnagar, Warangal and Adilabad Districts only are eligible to apply.

One (1) post - ST(W) Category

Candidates local to Hyderabad, RR Dist, Medak, Nalgonda, Mahabubnagar and Nizamabad Districts only are eligible to apply

Qualifications: SSC or equivalent examination

NOTE:

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9. SC/ST Candidates belonging to states other than Andhra Pradesh are not entitled to apply as it is a backlog Recruitment.
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Applicants must possess educational and other qualifications from a **Recognized Board or University** as detailed below, subject to various specifications in the relevant service rules as on the date of notification. **(i.e., 16-03-2013). Degrees/ Diplomas awarded by the Universities/Institutions that are recognized by the U.G.C-AICTE, D.E.C (Under IGNOU) shall only be considered. The degrees awarded to the courses offered under Distance Mode through study centers by other State Universities beyond the territorial jurisdiction of the respective state are not legally valid and they shall not be considered for Recruitment.**

Para-III: AGE:- The applicants should have a minimum age of 21 years and maximum age of 45 as on 1.07.2013

PARA-IV: SELECTION PROCEDURE :

1. As per G.O.Ms.No.214 General Administration (SER.A) Dept., dated 08.05.2001, selection shall be made only the basis of marks obtained in the qualifying academic examinations passed by the candidate.
2. Applications of only those candidates who have attained the minimum marks prescribed for various posts in qualifying Academic Examination will be processed further.
3. However, having the minimum prescribed essential qualifications in itself does not entitle the candidate for selection.
4. Selection of candidates for appointment is purely on the basis of percentage of marks obtained in the qualifying academic examination prescribed for the post. Merit list will be prepared based on the percentage of marks obtained in the qualifying academic examination in descending order. The candidate with the maximum percentage of marks in the qualifying academic examination will be placed first in the merit list and accordingly considered for selection and subsequent posts will be filled up strictly basing on the order of merit of percentage of marks.
5. a) If there is a tie between two or more candidates in the order of merit applied for the post mentioned at Sl.No.I to VI, selection will be made based upon the date of Birth of the said candidates and the senior most will be considered i.e to say that in case of a tie in percentage of marks if candidate A's date of birth is 15.01.1990 and that of candidate B is 20.06.1989 then candidate B will be selected for appointment. If in case

date of birth is also the same, the percentage of marks obtained in next lower examination will be considered. If that is also found to be equal, the person who applied first will be considered as per the serial no. indicated in their on-line application receipt.

b) If there is a tie between two or more candidates in the order of merit applied for the post mentioned at Sl.No.VII and VIII, selection will be made based upon the date of Birth of the said candidates and the senior most will be considered. If that is also equal, the person who applied first will be considered as per the serial no. indicated in their on-line application receipt.

c) Decision of the Appointing Authority in considering the tie principles shall be final.

6. If an applicant is selected for more than one post he/she shall furnish an option for the post opted within the time prescribed. Option once exercised will be final and irrevocable. If no option is received within the time prescribed appointment to one of the posts shall be made at the discretion of the Management which shall be final and binding on the candidate.
7. Individual intimations will be sent to the selected candidates by post for attending for verification of certificates. Hence, the applicants are advised to mention correct postal address of correspondence. The corporation will not be liable for any mis communication in this regard.
8. If any candidate furnishes false and misleading information, Criminal and other legal proceedings will be initiated by the Corporation.
9. The number of vacancies indicated is provisional and may increase or decrease and even become 'Nil' depending upon the actual requirement of the Corporation. The Corporation also reserves the right to cancel all notified vacancies at its discretion and such decision will be final and binding on all. In the event of cancellation of the notified vacancies, the expenditure borne, if any by the candidate for filing on-line application will not be refunded.
10. Candidates trying to use influence or unfair means will be disqualified from selection at any stage.
11. Selected candidates will be required to execute a bond and agree to serve the Andhra Pradesh State Civil Supplies Corporation for a prescribed period of two years

Part-V: GENERAL:

1. Applicants should fill up all the columns with correct information.
2. Applicants should select the post for which he/she desires to apply.
3. Applicant should furnish his/her address for communication in the application.

4. Applicants should make sure of their eligibility for the post applied for and that the declaration made by them in the format of application regarding their eligibility is correct in all respects. Any applicant furnishing incorrect information or making false declaration regarding his/her eligibility at any stage or suppressing any information is liable to rejection of their application.
5. Particulars furnished by the applicant in the application form will be taken as final, and subsequent amendments etc., will not be entertained.
6. Application received in the prescribed proforma available in the website and within the time allowed shall only be considered and APSCSCL will not be held responsible for any kind of discrepancy.
7. Applicants must compulsorily scan their ink signed photograph at the time of uploading of application on website. Application without photo with signature will not be considered.
8. Applicants should not furnish any particulars that are false, tampered, fabricated or suppress any material information while making an application through website.
9. Handwritten/typed/Photostat Copies/Printed application form will not be entertained by Andhra Pradesh State Civil Supplies Corporation Limited by post or in person.
10. Before submission of application form, the applicants should carefully ensure their eligibility for selection. NO RELEVANT COLUMN OF THE APPLICATION FORM SHOULD BE LEFT BLANK, OTHERWISE APPLICATION FORM WILL NOT BE ACCEPTED.
11. INCOMPLETE/INCORRECT APPLICATION FORMS WILL BE SUMMARILY REJECTED. INFORMATION, IF ANY, FURNISHED BY THE CANDIDATE SUBSEQUENTLY WILL NOT BE ENTERTAINED BY THE CORPORATION UNDER ANY CIRCUMSTANCES. APPLICANTS SHOULD BE CAREFUL IN FILLING-UP OF THE APPLICATION FORM. IF ANY LAPSE IS DETECTED DURING THE SCRUTINY, THE CANDIDATURE WILL BE REJECTED EVEN THOUGH HE/SHE COMES THROUGH THE FINAL STAGE OF RECRUITMENT PROCESS OR EVEN AT A LATER STAGE.
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13. **Decision of the Corporation in all aspects and all respects pertaining to the application and its acceptance or rejection as the case may be 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. Corporation also reserves its right to alter and modify the terms and conditions laid down in the Notification for conducting the various stages up to selection, duly intimating details there of to all concerned, as warranted by any unforeseen circumstances arising during the course of this process, or as deemed necessary by the Corporation at any such stage.**
14. The last date for payment of Fee is 20-04-2013 (Saturday) and Last date for uploading online application is 22-04-2013 (Monday).

**Sd/-D.VARAPRASAD
VC & MANAGING DIRECTOR**