

# Dr. YSR Aarogyasri Health Care Trust Chuttugunta, Guntur, AP

## **Recruitment for Team Leader / DPO Posts**

Dr. YSRAHCT/Admin/364-18/2020

Date: 22.12.2020

S. No	Name of the post	Mode of Appointment	Pay level	No. of Posts	Job Location
1.	Team Leader / Data Processing Officer	Outsourcing	Rs. 17,500/-	06	Trust Head Office, Guntur

**Note: Rule of reservation will be followed as per 100-Point Roster, including backlog if any.**

For details regarding educational qualifications, experience, other requirements and terms & conditions for these positions, please visit the website [www.ysraarogyasri.ap.gov.in](http://www.ysraarogyasri.ap.gov.in) **No. of posts may increase (or) decrease based on the requirement.**

**(The individuals can send their resumes by mail to [drysract@gmail.com](mailto:drysract@gmail.com))**

**Last date for submission of resumes is: 29.12.2020.**

The date written examination will be intimated through mail.

**The shortlisted candidates will be intimated through mail on or before 28<sup>th</sup> December.**

After completion of the last date the resumes sent by mail are not acceptable. Those who are applied for the posts must and should mention the name of the post, experience, category etc.

At the time of written examination, the individuals must bring the Original Id Proof (Voter Id, Aadhar Card, Pan card), resume, xerox copies of certificates and also experience certificate.

### **General Instructions:**

- (1) Candidates applying in response to this advertisement should satisfy themselves regarding their eligibility for the post. They must be fulfilling eligibility criteria as on the last date of submission of resumes.
- (2) Recruitment shall be done only on the recommendations of duly constituted Selection Committees. The decision of the Appointing Authority shall be final.

### **Selection Process:**

- 1) Written Examination
- 2) Computer Test
- 3) Interview

### **Documents/ Certificate to be produced at the time of selection process:**

Following documents/certificates, in original along with one set of photocopies are required to be brought at the time of selection process:

1. 10<sup>th</sup> Standard
2. Intermediate or equivalent
3. Degree / PG
4. Caste Certificate
5. Date of Birth
6. Experience Certificate
7. Concerned medical certificate for differently abled persons (if applicable)

**Chief Executive Officer**  
**Dr. YSR AHCT**

## **Annexure-I**

### **Team Leader / Data Processing Officer**

Name of the Post	Team Leader / Data Processing Officer
No of posts	06
Pay	Rs. 17,500/-
Age	Should be below 65 Years
Educational Qualification	Candidates possessing degree from a University recognized by UGC
Experience	Minimum 3 Years in relevant field
Desirable / Additional qualifications	<ol style="list-style-type: none"> <li>1. Computer knowledge and typing skills is mandatory.</li> <li>2. High Drafting skills is required</li> <li><b>3. Candidates possessing BA / MA English will be given preference.</b></li> </ol>
Method of recruitment	Outsourcing