

NOTIFICATION

GOVERNMENT OF TELANGANA
OFFICE OF THE DIST. MEDICAL & HEALTH OFFICER :: NAGARKURNOOL ::

Re.No.2216/NHM/Estt/2017,

Dated:13.12.2017.

Recruitment of Data Entry Operator posts on Outsourcing basis (Under NHM)

(The Mission Director, NHM&CH&FW, TS., Hyd. Rc.No.451/SPMU-NHM/2017-2018,
Dt.19.09.2017)

Applications are invited form the qualified and eligible candidates to fill
up **Data Entry Operator** posts Outsourcing basis for a period of (one) year under
NHM

01. No. of vacancies : (12)
02. Qualifications : 1) Degree Qualification from a recognized University and should be proficient in MS Office application
2) At least Two Years experience in Data entry
03. Age : The minimum age is (18) years and the maximum age is (44) years. The minimum and maximum age shall be reckoned as on 01.07.2017 with the following relaxations allowed for reckoning the maximum age limit as per rules.
- vii) For SCs, STs and BCs 5(five) years
viii) For ex-servicemen 3(three) years in additional to the length of service in armed forces
ix) Disabled persons 10(ten) years
04. Remuneration : Rs. Rs.11550/-
05. Receiving of applications : Application forms will be received in the O/o DM & HO Nagarkurnool in the office hours.
05. Application fee : Rs.200/- through crossed Demand Draft in favour of DM & HO Nagarkurnool.
Application fee not applicable for SC/ST candidates
06. Enclosures :
- xiii) SSC or equivalent
xiv) Qualifying exam memo of marks
xv) Latest caste certificate (Non production of this certificate leads to consider as OC)
xvi) Study/Bonafide certificates (4th to 10th class) (Non production of these certificates lead to consider as Non-local)
xvii) PH certificates (if any) issued by the Regional Medical Board.
xviii) Any other necessary documents
07. Last date of receipt of applications: **23.12.2017, Time 3.00 PM**
(Department is not responsible for postal delay)

NOTE: The selection shall be made basing on Technical qualification marks only. Applicable Rule of Reservation. If any candidates fails to submit the required certificates as per notification their application shall be rejected. Not further representations will be entertained.

Sd/-
DM & HO

Sd/-
DIST. COLLECTOR

Government of Telangana
OFFICE OF THE DIST. MEDICAL & HEALTH OFFICER :: NAGARKURNOOL

Notification No.451/NHM/Estt./2017, Dated: 13.12.2017

Recruitment of **Data Entry Operator** Outsourcing basis initially for a period of one year under NHM
Scheme

Application Form

Registration No.	
Post for which application made	Data Entry Operator
District for which applied	Nagarkurnool

Paste Photograph here and sign
accors it

DD No. & Dated :

1	Name of the Candidate	
2.a	Name of the Father	
2.b	Name of Mother	
2.c	Name of Husband (If married)	
3	Sex	
4	Date of Birth	
5	Social Status	
6	Whether Physically Handicapped (Please tick)	Yes / No
6.a	If yes, please mention category (Please tick)	HH / OH / VH
7	Whether Ex-Service man/woman	Yes / No

DETAILS OF SCHOOL EDUCATION:

Class	Year of passing	District in which studied
IV		
V		
VI		
VII		
VIII		
IX		
X		

Dist. to which candidate belongs as per presidential order

Marks obtained in the qualifying examination

Qualifying examination		Total Marks	Marks obtained	% of marks obtained
Degree	1st Year			
	2nd Year			
	3rd Year			
	Total Marks			
Computer qualification in MS Office		Yes	/	No
Atleast Two Years Experience in Data Entry Enclose certificate				

Address particulars

Name	
Father/Mother Name	
House No.	
Street	
Village / Town	
District	
PIN	
Mobile No.	

Declaration

I, Smt./Kum. _____, W/o, D/o Sri _____ certify that, the above particulars furnished by me are correct to the best of my knowledge. I also agree that, in the event of any of the particulars furnished in my application being found to be incorrect or false at a later date my candidature will be cancelled summarily.

Name and Signature of the Candidate

FOR OFFICE USE ONLY

Date of receipt of application :

Candidate has submitted all the attested copies of the certificates as per instructions. As the particulars submitted by the individual are verified with respect to the certificates and found correct

Name & Signature of the Clerk

Name & Signature of the Supervisor