



**SOUTHERN POWER DISTRIBUTION COMPANY OF A.P. LIMITED  
CORPORATE OFFICE :: TIRUPATI**

**APSPDCL RECRUITMENT NOTIFICATION**

**ENERGY ASSISTANTS (JUNIOR LINEMEN GRADE-II) IN SOUTHERN  
POWER DISTRIBUTION COMPANY OF ANDHRA PRADESH LIMITED**

**Para-1:**

Online Applications are invited from eligible **MALE** candidates for filling-up 5107 Nos. **ENERGY ASSISTANTS** to work in Village/Ward Secretariats in various Districts covered in APSPDCL from eligible candidates within the age group of 18 to 35 years **as on 01.07.2019**.

**Note:** The candidates on selection and appointment will be paid Rs.15,000/- PM as consolidated pay for a period of 2 years. The selected candidates on appointment will be deployed to work in the Village Secretariats/Ward Secretariats established in the Gram Panchayats/Wards as per G.O.Ms.No.110, Panchayat Raj and Rural Development (MDL-1) department dated, 19.07.2019 and G.O.Ms.No. 217, MA & UD (UBS) Dept., Dt.20.07.2019.

The online application will be available on the Website (APSPDCL Website [www.apspdcl.in](http://www.apspdcl.in)) from 02.08.2019 to 17.08.2019 (Note: 17.08.2019 is the last date for payment of fee up to 23.59 Hrs.).

The applicant is required to visit the website "APSPDCL Website [www.apspdcl.in](http://www.apspdcl.in)" regularly to keep himself updated until completion of the recruitment process. The APSPDCL Website [www.apspdcl.in](http://www.apspdcl.in) information is final for all correspondence.

All desirous and eligible candidates shall apply online after satisfying themselves that they are eligible as per the terms and conditions of this recruitment notification. Submission of online application by the candidate is taken as authentication that he has read the notification and shall abide by the terms and conditions laid down there under.

The details of vacancies are as follows:-

**Energy Assistants (Junior Linemen Grade-II):**

Sl. No	Name of the District	Name of the Circle	No. of vacancies		
			Village Secretariat	Ward Secretariat	Total
1	Krishna	Vijayawada	453	184	637
2	Guntur	Guntur	460	172	632
3	Prakasam	Ongole	506	135	641
4	S.P.S.R. Nellore	Nellore	434	143	577
5	Chittoor	Tirupati	523	161	684
6	YSR Kadapa	Kadapa	465	146	611
7	Kurnool	Kurnool	508	150	658
8	Anantapur	Anantapur	517	150	667
<b>TOTAL:</b>			<b>3866</b>	<b>1241</b>	<b>5107</b>

**Note-1: The number of vacancies notified may increase or decrease as per actual requirement.**

**Percentage of reservation:**

BC: 25% + 4% Muslim reservation subject to orders of Government from time to time.

SC: 15%

ST: 6%

Sports: 2% as per GO Ms No. 74 Youth Advancement, Tourism & Culture (Sports) Department, Dt. 09.08.2012 & G.O.Ms.No.473, youth, advancement, Tourism and Culture (Sports) Dept., Dated: 03.12.2018.

**Note:** Reservation to BC-E Group will be subject to the adjudications of the litigation before the Honorable Courts including final orders in Civil Appeal No: (a) 2628-2637 of 2010 in SLP. No. 7388-97 of 2010, dated. 25.03.2010 and order from the Government.

**Para-2: Eligibility:**

- (i) He is of sound health, active habits and free from any bodily defect or infirmity rendering him unfit for such service.
- (ii) His character and antecedents are such as to qualify him for such service.
- (iii) He should possess the academic and other qualifications prescribed for the post.

(iv) He must be a citizen of India and resident of Andhra Pradesh.

**Para-3: Age:**

No person shall be eligible for direct recruitment if he is less than 18 years of age and if he is more than 35 years of age as on **01.07.2019**.

Relaxation in upper age limit is permissible up to 5 years for SC/ST and BC candidates.

For in-service Contract Workers working in APDISCOMS, the age at the time of entry into the organization as Contract Worker will be considered.

**Para-4: Educational Qualifications:**

The candidate should possess the academic qualifications and experience including practical experience prescribed, if any, for the post on the date of the notification.

Name of the Post	Educational Qualifications
Energy Assistant (Junior Lineman Grade-II)	<b>(i) SSC/10<sup>th</sup> Class from a recognized Board and (ii) ITI qualification in Electrical Trade or Wireman Trade or Intermediate Vocational Course in Electrical Domestic Appliances and Rewinding (EDAR)/ Electrical Wiring &amp; Contracting (EWC) / Electrical Wiring and Servicing of Electrical Appliances (EW &amp; SEA) from a recognized Institution/Board.</b>

**Para-5: Reservations:**

There will be reservations in direct recruitment in respect of Scheduled Tribes, Scheduled Castes, Backward Classes, as per Rule 22 and 22 (A) of AP State and Subordinate Service Rules read with Regulation 22 of APSEB Service Regulations Part II as adopted by APSPDCL, and as amended from time to time.

In the case of candidates who claim the benefit of reservation or relaxation from upper age limit on the basis of Caste/ Tribe or Community the basic document of proof of Community will be the Certificate issued by the Revenue Authorities not below the rank of Tahsildar in the case of SC/ST/BC. The list of Caste/ Tribe/ Community is as incorporated in Schedule-I of above Rules. The candidates have to produce proof of the community claimed in their application at all

stages of selection along with the certificates relating to Educational Qualifications and local status certificates etc.,. Subsequent claim of change of community will not be entertained.

The meritorious sportsman means a sportsman who has represented the State or the Country in a national or international competition or Universities in the Inter- University tournaments conducted by the Inter-University Boards or the State School team in the national sports/games for schools conducted by the All India School Games Federation in any of the games, sports, mentioned below; and any other games/sports as may be specified by the Government from time to time, in terms of Rule 2 (19) of AP State and Subordinate Service Rules.

The sportsmen shall submit Form-2 and/or Form-3, which ever applicable as annexed to this notification along with PDF form application form to the concerned circles where they have applied to consider their applications under sports quota.

Caste & Community: 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. As per A.P. State and Subordinate Service Rules, Rule -2(28) Explanation: No person who professes a religion different from Hinduism shall be deemed a member of Schedule Caste. BCs, SCs & STs belonging to other States are not entitled for reservation.

The reservation to meritorious sports persons will apply as per G.O.Ms. No. 13, GAD (Ser- D) Dept., Dated:23.01.2018, G.O.Ms.No.74, Youth Advancement, Tourism and Culture (Sports) Dept., dated:09.08.2012 and G.O.Ms.No.473, Youth, Advancement, Tourism and Culture (Sports) Dept., dated: 03.12.2018.

Reservation to BC-E group will be subject to the adjudication of the litigation before the Hon'ble Courts including final orders in Civil Appeal No: 2628-2637 of 2010 in SLP(c). No. 7388-7397 of 2010, dated. 25/03/2010 and orders from the Government.

**Para-6: Reservation to Local Candidates:**

Each District (i.e. Krishna, Guntur, Prakasam, S.P.S.R.Nellore, Chittoor, Y.S.R.Kadapa, Kurnool & Anantapuram) will be regarded as Local area as defined in the Presidential order.

The selection list will be drawn into two parts. The first part will comprise 20% of the posts consisting of merit list of local as well as non-locals and the remaining second part will comprise the balance

80% of the posts consisting of locals only and the posts will be filled duly following the rule of reservation.

Reservation to the local candidates is applicable as provided in the Rules and as amended from time to time in force on the date of notification. The candidates claiming reservation as Local candidates should obtain the required Study Certificates in the Proforma in Annexure-II (from Class-IV to X) or Residence Certificate for those candidates who have not studied in any Educational Institutions as the case may be.

The relevant certificates may be got ready with authorized signature and kept with the candidates to present as and when required.

**Para-7: Definition of Local Candidate:**

**"LOCAL CANDIDATE"** means a candidate for direct recruitment to any post in relation to that Local area where he has studied in Educational Institution(s) for not less than **FOUR CONSECUTIVE ACADEMIC YEARS** prior to and including the year in which he appeared for S.S.C. or its equivalent examination. If however, he has not studied in any Educational Institution during the above four years period, it is enough if he has resided in that area which is claimed as his Local area during the above said period.

In case the candidate does not fall within the scope of the (i) above it will be considered if he has studied for a period of not less than seven years prior to and inclusive of the year in which he has studied for the maximum period out of the said period of seven years AND where the period of his study in two or more Local areas are equal such Local area where he has studied last (in such Local area) will be taken for determining the Local candidature. Similarly, if he has not studied during the above said period in any Educational Institution(s) the place of residence during the above period will be taken into consideration and Local candidature determined with reference to the maximum period of residence or in the case of equal period where he has resided last.

If the claim of Local candidature is based on study, the candidate is required to produce a certificate from the Educational Institution(s) where he has studied during the said 4/7 year period. If, however, it is based on residence, a certificate should be obtained from an officer of the Revenue Department not below the rank of a Tahsildhar in independent charge of a Mandal.

If, however, a candidate has resided in more than one Mandal during the relevant 4/7 years period but within the same District as the case may be, separate certificates from the Tahsildhars exercising jurisdiction have to be obtained in respect of different areas.

**Note:**

- (i) Single certificate, whether of study or Residence would suffice for enabling the candidate to apply as a "**LOCAL CANDIDATE**".
- (ii) **Residence certificate will not be accepted, if a candidate has studied in any Educational Institution up to S.S.C or equivalent examination, such candidates have to produce study certificates invariably.**
- (iii) The following percentage of reservation of posts in respect of local candidates shall be followed while making direct recruitment in APSPDCL for following the spirit of Presidential Order.

"80% of the posts to be filled by Direct Recruitment shall be reserved for local Candidates in respect of **Energy Assistant (Junior Linemen Grade-II)** in O&M Service in each District as unit which was declared as local area for the said post. The remaining 20% of the posts shall be filled by open competition wherein local and non-local candidates can compete."

Local Candidates	-	80%
Open Competition	-	20%

**Para-8: How to Apply:**

**Application Form:** The candidates shall apply online through the APSPDCL website ([www.apspdcl.in](http://www.apspdcl.in)) from **02.08.2019 up to on or before 17.08.2019 at 23:59 Hrs.**

**Step-1: Submission of Application:**

The Candidate has to logon to the website [www.apspdcl.in](http://www.apspdcl.in) and click on **APPLY ONLINE** link to view the detailed notification, User Guide and Application Form. The applicants shall invariably fill all the relevant fields in the Application. Immediately on submission of application and payment of fee, the Applicant will get an acknowledgement in the form of a downloadable pdf document.

**Step-2:** The candidate has to pay the prescribed fee as detailed below.

**Fee:**

- (i) Applicant must pay Rs.200/- (Rupees two Hundred only) towards Application Processing fee.
- (ii) The Candidate applying more than one (1) district will be charged an additional fee of Rs.100/- (Rupees one Hundred Only) per district (Maximum 3 Districts including local district).

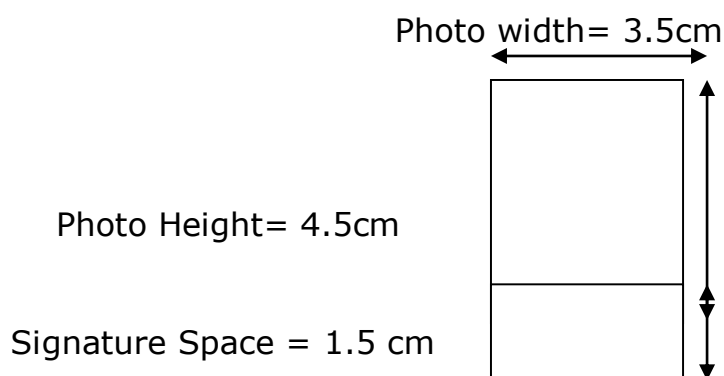
Starting date for application and Payment of fee submission is **02.08.2019.**

Last date for submission of Application and for payment of fee is **17.08.2019 up to 23:59 Hrs**

**Mode of Payment**

- (i) The fee mentioned in the above paragraph is to be paid online using payment gateway using net banking/ credit card/ debit card. The list of banks providing service for the purpose of online remittance of fee will be available on the website.
- (ii) The fee once remitted shall not be refunded or adjusted under any circumstances. Failure to pay the application fee will entitle total rejection of application.
- (iii) IPOs / Demand Drafts are not accepted.

**Instructions for Scanning of Photograph with Signature:**



1. Paste the Photo on any white paper as per the above required dimensions. Sign in the Signature Space provided. Ensure that the signature is within the box.

2. Scan the above required size containing photograph and signature. Please do not scan the complete page.
3. The entire image (of size 3.5 cm by 6.0 cm) consisting of the photo along with the signature is required to be scanned and stored in **\*.jpg** format on local machine.
4. Ensure that the size of the scanned image is not more than 50KB.
5. If the size of the file is more than 50 KB, then adjust the settings of the scanner such as the dpi resolution, no. of colours etc., during the process of scanning.
6. The candidate has to sign in full in the box provided. Since the signature is proof of identity, it must be genuine and in full; initials are not sufficient. Signature in CAPITAL LETTERS is not permitted.
7. The signature must be signed only by the candidate and not by any other person.
8. The signature will be used to put on the Hall Ticket and wherever necessary. If the candidate's signature on the answer script, at the time of the examination, does not match the signature on the Hall Ticket, the candidate will be disqualified.

### **Sample Photo and Signature**



*e.g. The Technical Specifications* of the sample scanned image shown above are:

- Size of the file < 50 KB
- Dpi setting = 200 dpi
- True Colour

**The candidate has to upload his Photo with Signature in the prescribed format** by clicking on the **browse** button at the time of submission of application form.



**Note:**

- (i) The candidates can apply for the available vacancies IN THE DISTRICT IN APSPDCL (**Maximum 3 Districts including local District**) and their candidature shall be considered for the vacancies existing only in those Districts.
- (ii) The applicants are required to go through the detailed notification and decide themselves as to their eligibility for this recruitment carefully before applying and enter the particulars completely.
- (iii) **Applications sent other than the On-line mode will not be entertained.**
- (iv) The applicants who have applied for more than once, the last application will be taken into consideration.
- (v) Candidates are required to retain a photocopy of application form with Reference ID for future reference.
- (vi) **Hand written/ Typed/ Photostat copies/ Outside printed Application Form will not be accepted and liable for rejection.**
- (vii) For any problems related to submission of applications, **please contact 7382680554/7382680564/7382680574/8331014941/9490618835** between 10:30 Hrs to 13:00 Hrs & 14:00 Hrs to 17:00 Hrs on any working day.
- (viii) APSPDCL is not responsible for any discrepancy in submitting the applications. The applicants are therefore advised to strictly follow the instructions issued in notification in their own interest.
- (ix) Applicant must compulsorily fill-up all relevant fields of application and submit application through website only (online).
- (x) Incomplete/incorrect application form will be summarily rejected. APSPDCL under any circumstances will not entertain the information if any furnished by the candidate subsequently. Applicants should be careful in filling-up of the application form at the time of submission. If any lapse is detected during the scrutiny, the candidature will be rejected even though he comes through the final stage of recruitment process or even at a later stage.
- (xi) If the particulars furnished in the online application form do not tally with the Original documents produced by the Candidates, his candidature will be rejected.

- (xii) **The in service contract workers, who wish to claim service weightage, while filling the application form with regard to relevant experience must ensure the correctness of starting date and ending date. For this purpose, the applicants are advised to obtain the service certificate from the concerned Executive Engineer well before submitting their application online.**
- (xiii) The particulars furnished by the applicant in the application form will be taken as final. Candidates should therefore, be very careful in uploading/ submitting the application form online.
- (xiv) Before uploading/submission of application form, the candidate should carefully ensure his eligibility for this post. No relevant column of the application form should be left blank; otherwise application form will not be accepted.

**Para-9: Procedure of Selection:**

- (i) Evaluation will be done on a scale of 100 marks with a maximum of 80 marks for the total marks obtained in SSC and a maximum of 20 marks for in service experience in the APDISCOMs as contract worker@ 1 Mark for each completed 6 months period (180 days).
- (ii) **The candidates who secured merit in total marks obtained in SSC will be called for the following tests in 1:3 ratio, as per ROR in the descending orders of aggregate marks.**
- (iii) **However, the candidate must possess ITI Qualification in Electrical or Wireman Trade (Or) Intermediate Vocational course in Electrical Domestic Appliances and Rewinding (EDAR) and Electrical Wiring & Contracting (EWC) / Electrical Wiring and Servicing of Electrical Appliances (EW & SEA) from a recognized Institution/Board.**
- (iv) The candidates have to appear for the following tests at the Circle head Quarters (Krishna, Guntur, Prakasam, S.P.S.R.Nellore, Chittoor, Y.S.R.Kadapa, Kurnool & Anantapuram):
- (a) Pole climbing
  - (b) Meter Reading
  - (c) Cycling

**The Candidates who have applied for more than one District shall have to appear for the above tests in all the Districts they have applied. Failure to attend the above tests in any District, what so ever be the reason, will result in not considering his**

**candidature in that particular District. The responsibility of attending for the above tests purely lies with the candidate only.**

**The candidates who pass the above tests alone, will be considered for selection, based on merit in total marks in SSC. There will be no Interview.**

- (v) The in-service contract workers who have been working in the organizations of AP DISCOMs in **the relevant job (O&M Related Works)** will be given weightage marks to a maximum of 20, depending on the length of service in APDISCOMs @ 1 mark per every 6 months (180 Days) up to the date of notification i.e., 29.07.2019.
- (vi) Any disruption or discontinuation of service for a continuous period of 180 days and above for whatever the reason may be as contract worker shall be considered as if fresh commencement from the date of resumption after such discontinuation or disruption. Service less than six months will not be considered for weightage.
- (vii) In-service contract worker shall submit certificate from the concerned Executive Engineer evidencing length of service, continuity of in service as contract worker with recorded evidence through sub-station log books to be certified by the concerned Executive Engineer and in respect of Corporate Office, by the concerned Executive Engineer. **(Proforma in Annexure-I)**

OR

With recorded evidence of EPF No. in his name to be certified by the concerned Executive Engineer and in respect of Corporate Office, Pay Officer.

- (viii) Break in service should not exceed more than six months for computation of weightage of marks.
- (ix) **The weightage marks are liable to be awarded only if the service on contract basis is against the relevant job only (O&M Related works). The weightage marks are allowed from the date of acquiring the qualification even if the in-service contract worker entered the organization before acquiring qualification.**
- (x) Where the candidates get equal total number of marks in the Educational Qualifications, those candidates shall be bracketed. Candidates within the same bracket shall then be ranked 1, 2, 3 etc., according to age i.e., oldest being considered for selection. In case there is tie in age, the person who possesses educational qualification at earlier date would be considered.

- (xi) The appointment of selected candidates will be subject to their being found medically fit in the appropriate medical classification, and if he is of sound health, active habits and free from any bodily defect or infirmity.
- (xii) In the event of a candidate getting selected to a post, he should stay/reside in the village where he is posted.

**Para-10: General:**

- (i) Candidates called for verification of certificates will be required to furnish documentary proof (Originals) in evidence of the following as and when called for:
  - a. **Age:** Proof of age as recorded in SSC certificate or equivalent.
  - b. **Qualification:**
    - (i) SSC/10<sup>th</sup> Class from a recognized Board and
    - (ii) ITI qualification in Electrical Trade or Wireman trade or intermediate vocational course in Electrical Domestic Appliances and Rewinding (EDAR)/ Electrical Wiring & Contracting (EWC) / Electrical Wiring and Servicing of Electrical Appliances (EW & SEA) from a recognized Institution/ Board.
  - c. **Permanent Community Certificate** issued by Tahasildar/ MRO in original or Original caste certificate issued by Revenue Officer not less than the rank of Tahasildar/MRO in respect of SC/ST & BC candidates clearly indicating the Sub-Caste and group.
  - d. **Study Certificate** from IV to X Class (**Proforma in Annexure - II**)
  - e. **Residential Certificate** issued by the Officer of the Revenue Department not below the rank of Tahsildar in independent charge of Mandal as the case may be (Who have not studied in any Educational Institutions up to SSC).
- (ii) **Women and PH. Candidates are not eligible.**
- (iii) Candidates will be required to appear for prescribed test as and when conducted at their own cost.
- (iv) The decision of the Selection Committee/APSPDCL is final in selection and allotment of candidates.

- (v) **Disqualification:** Conviction in Criminal cases involving moral turpitude declared insolvent.
- (vi) Physical Fitness certificate issued by a Medical Officer of the rank not less than that of Civil Surgeon in the prescribed proforma at the time of joining.
- (vii) The APSPDCL reserves the right to cancel the Notification/ Recruitment process at any stage without assigning any reasons.
- (viii) The selected candidate should show Integrity, Honesty and provide Service to the citizens.
- (ix) The selected candidates will be allotted to the Village Secretariats/ Ward Secretariats to provide service in respect of the following works:**
  - (a) To look after Power Supply & Street Lighting**
  - (b) To provide Service Connections under the guidance of DISCOM Staff**
  - (c) To be a coordinator between DISCOM staff & Renewable Energy Staff & Village/ Ward Secretariat**
- (x) If the performance of the selected candidate is not satisfactory in respect of the items mentioned above he will be terminated from the post.
- (xi) Mere calling the candidate for certificate verification in the ratio 1:3 doesn't vest any right to a candidate for calling for Pole Climbing and Meter reading test. Mere calling for these tests doesn't vest any right to a candidate for selection.**

**Para-11: Other Terms and Conditions of Appointment:**

- (i) The applicants while attending to the Pole climbing test should produce the documents mentioned above in original and 2 sets of attested copies of Originals
- (ii) A candidate shall be disqualified for appointment, if he himself or through relations or friends or any others has canvassed or endeavored to enlist for his candidature, extraneous support, whether from official or non-official sources for appointment to this service.
- (iii) Applications should not be sent to Corporate Office / Circle Office and such applications will be summarily rejected.

**Para-12: Centres for Pole Climbing and Meter Reading:**

**Venue: Respective Circle Head Quarters**

**Date: Exact Date will be kept in the APSPDCL Website.**

### **Tentative Dates of Recruitment Process:**

<b>Sl. No.</b>	<b>From</b>	<b>To</b>	<b>Description</b>
1	02.08.2019	17.08.2019	On line application
2	25.08.2019	31.08.2019	Call letters to candidates
3	03.09.2019	07.09.2019	Pole climbing, Meter reading & Cycling tests and verification of certificates
4	15.09.2019	15.09.2019	Publication of list of selected candidates
5	16.09.2019	16.09.2019	Sending of appointment orders
6	25.09.2019	25.09.2019	Selected candidates to report to EEs/Operation for Orientation Programme
7	26.09.2019	27.09.2019	Orientation Programme
8	30.09.2019	30.09.2019	To report at Village/ Ward secretariats
9	02.10.2019	02.10.2019	Commencement of functioning of duties

### **Para-13: Department's decision to be final:**

The decision of the APSPDCL in all aspects and all respects pertaining to the application and its acceptance or rejection as the case may be, conduct of Test and at all consequent stages culminating in the selection or otherwise of any candidate shall be final in all respects and binding on all concerned.

APSPDCL 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 thereof to all concerned, as warranted by any unforeseen circumstances arising during the course of this process, or as deemed necessary by the APSPDCL at any stage.

Place: TIRUPATI  
Date: 29.07.2019

**CHAIRMAN & MANAGING DIRECTOR  
APSPDCL :: TIRUPATI**

**Form-2**

(For representing a State in India in a National Competition in one of the recognized Games/Sports)

STATE ASSOCIATION OF

Certificate to a meritorious sportsperson for Employment to Group-III posts/Service under the State Government/Similar posts in Government Institutions.

Certified that Shri \_\_\_\_\_ Son of Shri \_\_\_\_\_ resident of (complete address)

\_\_\_\_\_ represented the State of \_\_\_\_\_ in the game/event of \_\_\_\_\_ in the National Competition/Tournament held at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual/team in the above said Competition/Tournament was \_\_\_\_\_.

The Certificate is being given on the basis of records available in the Office of the State Association of \_\_\_\_\_.

Place \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Name of the State

Association \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

Note: This Certificate will be valid only when signed personally by the Secretary of the State Association.

**Form-3**

(For representing a University from A.P. State in the Inter-University Competition at National level/Zonal level/Regional level in one of the recognized Games/Sports)

UNIVERSITY OF \_\_\_\_\_

Certificate to a meritorious sportsperson for Employment to Group-IV posts/Service under the State Government/Similar posts in Government Institutions.

Certified that Shri \_\_\_\_\_ Son of Shri \_\_\_\_\_ resident of (complete address)

\_\_\_\_\_ represented the University of \_\_\_\_\_ in the game/event of \_\_\_\_\_ in Inter University Competition/Tournament held at \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.

The position obtained by the individual/team in the above said Competition/Tournament was \_\_\_\_\_.

The Certificates is being given on the basis of records available in the Office of Dean of Sports or Officer in overall charge of Sports in the University of \_\_\_\_\_.

Place \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Name of the University \_\_\_\_\_

Address \_\_\_\_\_

Seal \_\_\_\_\_

Note: This Certificate will be valid only when signed personally by Dean/Director or other Officer in overall charge of Sports in the concerned University.



## ANNEXURE-I

### CERTIFICATE

This is to certify that on verification of the Log Book, daily Log Sheet, Attendance Register maintained at \_\_\_\_\_ Sub-Station/Office and the Aquitence rolls maintained by the Contractor, Sri \_\_\_\_\_  
(Full Name with Surname) S/o. Sri \_\_\_\_\_  
(Full Name with Surname) has worked as \_\_\_\_\_  
(designation of post) at \_\_\_\_\_ Sub-Station/office/Section  
for the period from \_\_\_\_\_ to \_\_\_\_\_

The particulars of Sri \_\_\_\_\_ are noted below

#### I. Particulars of Agreement

S. No	Name of the Incumbent	Name of the Contractor	Particulars of Agreement		Particulars of Work Order		Particulars of Check Measurement		No. of days present during the period from	Working in Sub-station/ Section Office/ any other office	Whether continuing as on date of Notification
			Agreement No.	Date	Work order No.	Date	Date	Amount			

#### II. Particulars of EPF :

S.No.	Name of the Incumbent	Name of the Contractor	Particulars of Remittance of EPF			Period	No. of Days
			Challan No.	Date	Amount		

#### III. Particulars of Group Insurance

S.No.	Name of the Incumbent	Name of the Contractor	Insurance Policy No.	Period No. of days	
				From	To

**IV. Spells of absence for more than 180 days**

S.No.	Name of the Incumbent	Name of the Contractor	Spells of Absence		
			From	To	No.of Days

Total No.of Man days (excluding absence period)\_\_\_\_\_

This certificate is issued only for the purpose of enabling Sri\_\_\_\_\_ to apply for the post of Energy Assistant (Junior Lineman Grade-II) in APSPDCL.

**EXECUTIVE ENGINEER  
APSPDCL**

**NOTE:** The above particulars of agreement, check measurement, attendance are to be based on records only and Xerox copy of the records duly attested by the concerned Executive Engineer are to be enclosed to this certificate. The above particulars are to be verified by the Executive Engineer personally and he is responsible for the correctness of the particulars. Certificates of the lower officers and counter signed by Executive Engineer are not permitted. Executive Engineer himself should certify.

**ANNEXURE-II**

**SCHOOL STUDY CERTIFICATE**

NOTE: Should be obtained from the Head of Educational Institution(s).

Class	Name and Place of School	District	Duration of Study giving month and year
IV			
V			
VI			
VII			
VIII			
IX			
X or SSC			

STATION:  
DATE:

Signature of the Head of the  
Educational Institute(s)

## FORM FOR COMMUNITY, NATIVITY AND DATE OF BIRTH CERTIFICATE

Serial No.

S.C.

Seal of the

District Code:

S.T.

Issuing Office

Mandal Code:

B.C.

Village Code:

Certificate No:

### COMMUNITY, NATIVITY AND DATE OF BIRTH CERTIFICATE

(1) This is to certify that Sri \_\_\_\_\_ Son of Sri \_\_\_\_\_ of Village/Town \_\_\_\_\_ the State of Andhra Pradesh belongs to \_\_\_\_\_ Community which is recognized as (\*) S.C/S.T/B.C Sub-group \_\_\_\_\_

The Constitution (Scheduled Castes) Order, 1950

The Constitution (Scheduled Tribes) Order, 1950

G.O.Ms.No.1793, Education, dated 25.9.1970 as amended from time to time (BCs)/SCs, STs list (modification) Order, 1956 S.Cs and S.Ts (Amendment) Act, 1976.

(2) It is certified that Sri \_\_\_\_\_ is native of \_\_\_\_\_ Village/Town \_\_\_\_\_ Mandal \_\_\_\_\_ District of Andhra Pradesh.

(3) It is certified that the place of birth of Sri \_\_\_\_\_ is \_\_\_\_\_ Village/Town \_\_\_\_\_ Mandal \_\_\_\_\_ District of Andhra Pradesh.

(4) It is certified that the date of birth of Sri \_\_\_\_\_ is \_\_\_\_\_ Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_ (in words) \_\_\_\_\_ as per the declaration given by his/her/father/mother/guardian and as entered in the School records where he/she studied.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name in Capital Letters

Designation:

(Seal)

Explanatory Note: While mentioning the community, the Competent Authority must mention the Sub-caste (in case of Scheduled Castes) and Sub-tribe or Sub-group (in case of Scheduled Tribes) as listed out in the S.Cs and S.Ts (Amendment) Act, 1976.

CERTIFICATE OF RESIDENCE

(To be produced by such candidates who have not studied in any educational institution during the whole or any part\* of the relevant 4/7 years period but claim to be local candidates by virtue of residence for Post Codes for which there is reservation for Local Candidates)

**It is here by certified**

(a) That Sri \_\_\_\_\_  
S/o. \_\_\_\_\_ appeared for the first  
time for the Matriculation (S.S.C) Examination in \_\_\_\_\_ (Month)  
\_\_\_\_\_ (Year)

(b) That he/she has not studied in any educational institution during the whole/or part of the 4/7 consecutive academic years ending with the academic years ending with the in which he/she first appeared for the aforesaid examination.

(c) That in the 4/7 years immediately preceding the commencement of the aforesaid examination he/she resided in the following place / places namely;

Sl.No	Village	Mandal	District	Period
1				
2				
3				
4				
5				

OFFICE SEAL:

STATION:

DATED:

Officer of Revenue Department not  
below the rank of Mandal Revenue  
Officer holding independent Charge  
of a Mandal.

\* STRIKE OFF "WHOLE"/PART AS THE CASE MAY BE.