



APMDC Foundation

294/1D, 100 feet Tadigadapa to Enikepadu Road, Kanur, Vijayawada 521 137, Andhra Pradesh
Tel: 0866-2429999, Fax: 0866-2429977

EMPLOYMENT NOTIFICATION

Applications are invited from the eligible candidates for the posts as detailed below on **Contract basis** for a period of 2 years. The details are as follows:

Sl. No.	Name of the Post & Pay	No. of Vacancies	Conditions
1	Trust Managing Officer	1	<ul style="list-style-type: none"> ❖ MBA/ Advance degree in Social Sector from any recognised University / Institute. ❖ The minimum post qualification experience shall not be less than 15 years in CSR domain and social activity with any charitable organization / private trusts. ❖ The age shall not exceed 50 years as on the date of notification. ❖ He/She shall be the overall in-charge of the Foundation and handle all the works & staff related to the Foundation. ❖ The remuneration shall be equal to Basic + DA of DGM cadre of APMDC.
2	Project Officer	1	<ul style="list-style-type: none"> ❖ MBA/ Advance degree in Social Sector from any recognised University / Institute. ❖ The minimum post qualification experience shall not be less than 10 years in Social Sector, experience in managing project sites, technical knowledge with respect to the respective projects. ❖ The age shall not exceed 40 as on the date of notification. ❖ The remuneration shall be equal to Basic + DA of Manager cadre of APMDC.

The candidates fulfilling the above conditions may apply within 15 days from the date of notification. The instructions along with prescribed format of application can be downloaded from our website www.apmdc.ap.gov.in from 02.04.2018 onwards. The Corporation reserves the right to modify the conditions or cancel the advertisement without any reason and further notice.

Executive Chairman



APMDC Foundation

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11	Advance Degree if any in Social Sector and Other Qualifications if any	
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12. Work Experiences

		Period		
S.No	Name of the Organization	From	To	Post Held & JOB Profile

DECLARATION

I hereby declare that the information furnished above and all the statements made in this application are true and correct and complete to the best of my knowledge and belief. I further declare that I possess sound health.

STATION:
DATE:

SIGNATURE OF THE APPLICANT

Instructions to the Candidates

1. Application shall be submitted in the prescribed format which can be downloaded from our website www.apmdc.ap.gov.in/on (Full Scape) Photo Copy Paper. All the enclosures (True copies of all certificates) shall also be submitted on Full Scape size only.
2. Applicants shall carefully read all the instructions and shall ensure that they are fully qualified before filling up/submission of the applications.
3. If any column is not applicable, write "NA" against that column. Do not fill up such column with dots and dashes or leave any column blank.
4. Furnishing of false or incorrect information / document or suppression of material information shall entail in disqualification of the applicant at any stage of selection.
5. Applicants are not permitted to alter or modify the columns in the application form once submitted.
6. Unsigned / incomplete / incorrect applications and applications unaccompanied by requisite certificates are liable to be rejected summarily.
7. Applications received after prescribed date will not be entertained even if the applications are posted before the last date.
8. Shortlisted candidates will be called for Interview.
9. Selection is based on marks awarded by the Interview Panel Members.
10. No TA / DA will be provided for attending the interviews.
11. The Corporation has right to modify or cancel the advertisement or reduce the number of vacancies published without assigning any reason and further notice and no communication is entertained further in this regard.
12. Applicants shall submit enclosures of all Certificates of which they have mentioned in the application form duly signed by a Gazetted Officer. Applications received without gazetted signature shall be rejected.

11	Advance Degree if any in Social Sector and Other Qualifications if any	
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