

GUNTUR MEDICAL COLLEGE, GUNTUR

EMPLOYMENT NOTIFICATION

Applications are invited from eligible candidates to the post of Course Coordinator purely on contract basis to work in NECS Skill Centre at Guntur Medical College, Guntur funded by Disaster Management

Cell Ministry of Health & Family Welfare, Government of India. Selection procedure will be carried out as per Government of Andhra Pradesh and Government of India norms.

Application fee: Demand draft for Rs.500/- drawn in favor of College development Fund, Guntur Medical College, Guntur payable at Union Bank of India, Guntur Medical College, Branch, Guntur.

Last date for submission Of application:- 10-12-2025 (5.00 PM),

Remuneration : Rs.40,000/- Per Month.

S.No	Name of the Post	No of Posts
1	Course Coordinator	1

Eligibility criteria:

I. Minimum education criteria: Graduate in any health or allied fields, B. Sc/ GNM

Nursing – Preferable.

2. Experience in conduct of training workshops for medical personnel on life support skills under various BLS/ALS trainings under any National/State health program - Preferable

3. Experience in maintenance and upkeep of premises, equipment, and consumables for trainings of medical personnel on life support skills under various BLS/ALS trainings under any National/State health programme– Preferable.

4. Basic Knowledge in Computers – Preferable.

Sd/-Dr. N.V.Sundara chary, M.D., D.M.,
Principal & Addl.DME.,
Guntur Medical College,
Guntur.

GOVERNMENT OF ANDHRA PRADESH

HM&FW Department

(Combined Notification No:1289/2025, Date:03.12.2025)

Recruitment to the post of Course Co-ordinator on contract basis at NELS, Skill Center,
Guntur Medical College, Guntur.

Application for the Post of : _____ Application No.(to be filled by the office) 		Affix Passport size latest Colour photograph
1	Name of the Candidate	
2	Gender	
3	Fathers Name	
4	Date of Birth(DD-MM-YYYY)	
5	Aadhar Card No.	
6	Social Status (OC/OC-EWS/SC/ST/BC-A,B,C,D,E)	
7	Whether claiming for service weightage for Contract / Outsourcing service (enclose contract / outsourcing service certificate)	Yes /No
8	Whether Physically Handicapped (VH/HH/OH) (SADAREM Certificate to been closed)	
9	Whether claiming EWS reservation (copy of the certificate for the Financial year 2025-26 to be enclosed)	
10	Whether Ex-Servicemen (enclose Service Certificate)	Yes /No
11	Mobile number of the applicant	
12	DD particulars	DD. No. Date: Amount:
13	Address for communication:	

Obtained in the requisite Academic / Professional / Technical qualification

Qualification	Maximum Marks	Marks obtained	Year of passing (Month & Year)	Whether registered in respective council (Yes/No)

Details of Contract/Outsourcing/Honorarium service as on. .06.2025:

Sl. No	Name of the Institution	Contract / Out-sourcing	Urban /Rural / Tribal(or) Covid-19	Period of service		Total period (Years–Months–Days)	Service certificate issued by the competent authority enclosed (yes/no)
				From	To		

Details of School studies from 4thClass to 10thClass (for localstatus):

Sl. No	Class	Year of passing	Name of the School	Town and District
1	IV			
2	V			
3	VI			
4	VII			
5	VIII			
6	IX			
7	X			

DECLARATION

I, Smt/Kum/Sri.....D/o. or S/o. or W/o.
..... do hereby declare that, above particulars furnished by me are true to the best of my knowledge. I agree that in the event of any of the details furnished above being found to be incorrect or false at a later date, my candidature will be forfeited summarily.

Signature of the applicant

Self attested copies of the certificates to be enclosed to the filled in application:

- a. SSC or its equivalent (for date of birth).
- b. Pass certificates of qualifications prescribed for the posts concerned.
- c. Proof of appearance for the qualifying examination where ever applicable.
- d. Marks memos of all years of qualifying examination or its equivalent. In the absence of marks memos, marks will be calculated as per rules in force.
- e. Study Certificates from class IV to X from the school where the candidate studied. In case of private study local candidature certificate for that particular 7 years period preceding to the year of passing X class from competent authority in Form Appendix I certificate of residence prescribed vide Sub clause (ii) of clause (a) of para 7 of the Presidential Order (proforma is here with enclosed). Candidates migrated from Telangana shall submit certificate of Local candidature as per GO No 132 & 133 dt: 13.06.2017. In the absence of the suitable certificate, the candidate will be considered as non local and further action will be as per rules in force.
- f. Service certificate and appointment order of attested from the controlling officer concerned (DM&HO/DCHS/ Principals of GMCs / Superintendent of GGH / Any competent authority who appointed the applicant) for claiming weightage for Contract/Out Sourcing/Honorary service, in the absence of which the candidate will not be given service weightage (proforma is here with enclosed).
- g. Any other certificates as relevant and applicable.

Note:- Candidates must submit clear, visible documents (at note of para.9), failing which application will be summarily rejected. Applications without the above documents will be summarily rejected.

Terms and Conditions

1. In case of any false information has been furnished or that there has been suppression of any material information in the application form comes to notice at any time during the service of a person , his / her services would be liable to be terminated.
2. Application and Declaration , not signed by the candidate is liable to be rejected.
3. These recruitments shall not be a base for regularisation of services or for any other similar purpose and shall not be challengeable in any court of law.
4. Contract can be terminated any time if the performance of the candidate is found unsatisfactory, his / her services can be terminated in that stage without giving notice.

APPENDIX-I

CERTIFICATE OF RESIDENCE

(Vide Sub-Clause (ii) of Clause (a) para 7 of the Presidential order)

It is hereby certified, That Sri/Smt/Kum. _____

S/o. W/o, D/o. _____ appeared for the first time for the matriculation (S.S.C) Examination in (month) year;

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

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

Village	Taluk	District	Period
1.			
2.			
3.			
4.			
5.			
6.			
7.			

Station: OFFICE SEAL
Date:

Officer of Revenue Department not
Below the rank of Tahsildhar or
Deputy Tahsildhar in independent
Charge Of a Sub Taluk

Date:

*Strike off 'whole' 'a part', as the case may be.

GOVERNMENT OF ANDHRA PRADESH
Contract/Outsourcing/Honorarium Service Certificate
(Certificate to be issued by the Controlling Officer concerned
(DM&HO/DCHS/Principals of GMC/ Superintendents of GGH/ or any
Other Appointing Authority)

This is to certify that, S/o, D/o
..... has been working / worked as(name of the post)in PHC /
CHC / AH / DH / GGH / or any other AP State Institution at
.....on Contract / Out-Sourcing / Honorarium basis
with concurrence of finance department, Government of AP. Details of his / her Contract /
Out-Sourcing service as on the date of notification are as follows:

Name of the institution	Urban/ Rural/Tribal (or) Covid-19	Period		Duration	Reasons for break in service (if any)	Charges /allegations /adverse remarks if any
		From	To			

I hereby declare that:

1. His /her services ason Contract/Out-sourcing honorary basis during the above said period are satisfactory.
3. He/she does not have any adverse remarks from his superiors during the period of Contract/Out-sourcing/Honorarium service.
4. He/she is eligible for Contract / Outsourcing Service Weightage as per the rules published in the notification.

Signature& Seal of the Controlling Officer
(DMHO/DCHS/any other competent
District Authority who appointed the
applicant)

Imp. Note: The self attested copy of appointment order must be en-closed along with this service certificate, otherwise weightage for Contract/ Outsourcing/honorary service will not be considered for final merit.