

Sri Lakshmi Srinivasa Manpower Coporation, Tirupati

Recruitment Notification : 11 / SLSMPC / 2023-24, dt.08.11.2023

Applications are invited for the posts of Data Processing Officer and Program Assistant / Computer Operator to work at TTD instutions on outsourcing basis through Corporation.

Interested and Eligible and candidates are requested to submit the application annexed with the notfication along with relevant proofs of educational qualifications, experience, caste and other documents on or before 20.11.2023 by 4:00 PM.

The post wise details of qualifciations, experience, working location, remuneration is as furnished hereunder:

Last Date and Time for receipt of Application		4:00 PM on 20.11.2023	Address: Room No. 63, O/o CEO, SLSMPC, Administrative Buildings, KT Road, Tirupati.		
SI No	Name of the Post	Eligibility Criteria and Qualification required	Maximum Age Limit	No.of posts	Remuneration per Month
1	Data Processing Officer	i) Must have passed B. Tech. / B.E. / MCA / B. Sc (Computers) / M.Sc (Computers) from any univeristy in India recognized by UGC.	35 Yrs	4	21,500
2	Programme Assistant / Computer Operator	ii) Must have not less than 2 years of expereince in Systems Analysis, Design & Development / Network Administration.	35 Yrs	2	18,500
		Total		6	

Note & Instructions to the candidates applying for the posts prescribed in the above notification 11/SLSMPC / 2023-24

- 1 The applicants should submit the filled in application (enclosed) published along with notification with set of dcouments in evidence of eligibilty as per the notfication i.e, Qulaification, Experience, Caste, Age, and Aadhaar copy as Identity Proof and any other relevant certificates whichever applicable and submit on or before 20.11.2023 by 4:00 PM at the adress :
Room No. 63, O/o Chief Executive Officer, Sri Lakshmi Srinivasa Manpower Corporation, TTD Administrative Buildings, KT Road, Tirupati, Chittoor Dist, AP. Pin 517 501.
- 2 The Candidates are instructed to bring in their Original certificates of qulaification, experience, Caste, Age, and Aadhaar copy as Identity Proof and any other relevant certificates whichever applicable for verification when called on for selections / interview.
- 3 Age relaxation of 5 years will be be given to the candidates belonging to BC, SC & ST as the case and wherever applicable
- 4 Merit list will be prepared on the basis of marks obtained in the Skill Test, Interview, experience weightage and / or any other criteria opined by the Selection committee and the Managment.

- 5 During the process, on the basis of situation that could not be contemplated now, if arises, the procedure of recruitment declared can be modified in the interest organization to meet the justice at both ends and also to ensure genuinity and merit.
- 6 Persons having experince in relevant field will be prefered and every one year of experience in the relevant field will carry 1 additional mark.
- 7 The selected candidate can be outsourced to work at any locations of TTD across India as per the requirment and necessity.
- 8 No representation will be entertained for change of posting location or transfer and should not bring any political influence in this regard.
- 9 Voilation of any instruction/ guidelines will leads to disqualification of the candidature.
- 10 The remuneration stated above is Gross Salary and shall be deducted EPF, ESI, PT, IT and other statutory deductions whichever applicable as per rules.
- 11 Sri Lakshmi Srinivasa Manpower Corporation is having every right to frame its own procedure / process in selection, appointment and termination.
- 12 Since the contracted organization is TTD being Hindu Religious Institution, the candidates of Hindu religion are only allowed to apply for any position.
- 13 Applications submitted on walk- in will be verified there and then to ascertain the eligibility.
- 14 For any clarifications / queries may address email to slsmc2021@gmail.com / hr@slsmc.in duly mentioning "query on recruitment notification : 11/SLSMPC 2022-23" in the subject line.
- 15 Corporation have every right to modify / cancel the recruitment notification at any point of time without assigning any reasons thereof.

Sd/- Chief Executive Officer (SLSMPC)



SRI LAKSHMI SRINIVASA MANPOWER CORPORATION: TIRUPATI

APPLICATION FOR THE POST OF

(1) Name of the candidate:

(2) Date of Birth:

(3) Caste & Category: (4) Group (A/B /C/D)

**Latest Passport
Size Photo**

(5) Permanent Address:

(6) Present Address:

S/o / D/o

S/o / D/o.....

Door No:

Door No:

Street:

Street:

Town / Village

Town / Village

District:

District:

State:PIN:.....

State:PIN:

(7) Mobile No: +91

(8) e-Mail ID:

(9) Married: Yes / No

(10) Gender: Male / Female

(11) Blood Group:

(12) Emergency Contac: Name Mobile Number:

(13) ACADEMIC QUALIFICATION (Starting from school leaving to Graduation)

YEAR		Name of the Course	School/ College/ University	% of Marks Secured
TO	FROM			

(14) PROFESSIONAL QUALIFICATION (Any Professional Degree / Diploma):

Year		Name of the Course	College / University	% of Marks Secured
From	To			

(15) PREVIOUS EMPLOYMENT:

Name of the Organization	Department	Designation	Nature of Work	Duration (From / To)

(16) LANGUAGES KNOWN:

LANGUAGE	TELUGU	TAMIL	HINDI	ENGLISH	OTHERS
SPEAK					
READ					
WRITE					

DECLARATION:

I hereby declare that the information given hereinabove is true & correct to the best of my knowledge and belief. In case any of the information furnished by me is found to be incorrect, I will be liable for summary dismissal.

DATE: -

(Signature of the Applicant)

Check list for the Documents to be submitted along with application:

1. Copies of Educational Certificates.
2. Copies of Marks lists of educational qualifications.
3. Copy of Caste Certificate (in case of SC,ST & OBC)
4. Copies of Experience certificate.
5. Copy of Aadhaar Card.
6. Copy of PAN Card.