

DEPARTMENT OF WOMEN DEVELOPMENT & CHILD WELFARE :: TIRUPATI

**NOTIFICATION NO. 01/POSHAN/2025, DATED: 30/07/2025 RECRUITMENT TO THE
POSTS UNDER POSHAN ABHIYAAN (CONTRACTUAL BASIS)**

Applications are invited from eligible candidates for the post of **District Project Assistant** under **POSHAN Abhiyaan** in Tirupati District. The engagement is purely temporary and contractual, co-terminus with the scheme and subject to performance. Applications must be submitted **offline (by Post or in Person)** between **11/08/2025 and 20/08/2025 by 5:00 PM**.

- 1. Application Mode:** Offline (by Post or in Person only). Applications through any other mode will not be accepted.
- 2. Selection Process:** Through **Interview only**. Candidates will be shortlisted based on eligibility and experience criteria.
- 3. Nature of Appointment:** Purely temporary and contractual, co-terminus with the scheme and subject to performance.
- 4. Applicability of Rules:** These appointments are outside the purview of Rule 9 of AP State and Subordinate Service Rules, 1996, and APCCA rules.
- 5. Crucial Date:** 11/08/2025 will be considered for qualification and experience eligibility.
- 6. Vacancies and Pay Details:**

Post Name	No. of Posts	Remuneration (per month)	Roster	Age Limit (as on 01.07.2025)
District Project Assistant	01	₹18,000/- (Consolidated)	OC	25–42 Years (Relaxations as per norms)

Educational Qualifications and Experience:

Essential:

- Degree / PG Diploma in Management / Social Sciences / Nutrition.
- Minimum 2 years' experience in capacity building with supervisory skills.
- Good oral and written communication skills in local language and fair skills in English.
- Good computer skills and knowledge of internet/email.
- **Local candidates of erstwhile Chittoor District only are eligible.**

Desirable:

- 3 years' experience in working on social programs.
- Experience in Government Programs in sectors such as Health, Nutrition, Education, Water, or Sanitation.

7. Job Responsibilities:

- Support and supervise implementation of all mission activities in the district.

- Facilitate and organize capacity-building initiatives for ICDS functionaries.
 - Monitor community mobilization activities.
 - Submit monthly reports and ensure record maintenance.
 - Coordinate with line departments and civil society for implementation.
 - Any other duties assigned by the DW&CW&EO.
8. **Final Decision:** All decisions by the Selection Committee regarding application acceptance/rejection and final selection are final and binding. The Committee reserves the right to modify or withdraw the notification at any stage.
9. **Application Fee:**
- General: Rs. 250/-
 - SC/ST/BC: Rs. 200/- Cash
10. **Age Criteria (as on 01.07.2025):** 25-42 years. Age relaxations as per GoAP norms.
11. **Jurisdiction:** Applications should be made only to the erstwhile Chittoor District, as bifurcation is yet to be operationalized.
12. **Reservation:** Vertical: SC, ST, BC, EWS Horizontal: PwBD, Women (33 1/3%), MSP As per Rule 22, 22(A), and 22(B) of A.P. State and Subordinate Service Rules, 1996 (as amended).
13. **Application Availability:** Proforma and notification available at: <https://tirupati.ap.gov.in> from 11/08/2025 and 20/08/2025.
14. **Last Date for Submission:** Filled applications must be submitted to the Office of the DW&CW&EO, Room No.506, 5th Floor, B-Block, Collectorate, Tirupati on or before 20.08.2025 by 5:30 PM.
15. **Contract Tenure:** Initially for 1 year upto 31.03.2026, extendable or co-terminus with the scheme. The Committee holds the right to terminate services at any point.
16. **Validity of Selection:** The merit list will be valid up to **31.12.2025**, for filling up arising vacancies as per the departmental requirement.
17. **Documents to be Enclosed:**
- SSC certificate (DOB proof)
 - Educational qualifications
 - Study certificates (Class IV to X)
 - Local Candidature Certificate (if private study)
 - Valid caste/EWS/disability certificates
 - Experience certificates
 - Aadhar card

Note: All documents must be legible and properly attested. Incomplete applications will be rejected.

18. **General Instructions:**

- Visit <https://tirupati.ap.gov.in/> for updates.
- Download application form, attach attested copies and submit offline.
- Only shortlisted candidates will be called for interview.
- Collector & District Magistrate reserves the right to cancel the notification.
- No application will be accepted after the due date.

S.Vasantha Bai
DW&CW&EO
Tirupati District

Dr. S. Venkateswar, IAS
District Collector & Chairman
Tirupati District