

	<p><b>TIRUMALA TIRUPATI DEVASTHANAMS</b>  <b>SRI VENKATESWARA ANNAPRASADAM TRUST, TIRUMALA</b>  (Sri Mathrusri Tarigonda Vengamamba Annaprasadam Complex, Tirumala,  Tirupati District, Andhra Pradesh-517504; Ph.No. 0877-2263035 Website:  ttdevasthanams.ap.gov.in)</p>
<b>PROSPECTUS</b>	

Applications are invited from qualified and experienced officers working on Regular basis in Government organizations/PSUs for the following posts to work **on deputation basis** in S.V Annaprasadam Trust, Tirumala. The applicants **shall possess the HINDU RELIGION and shall not canvas other than Hindu Religion including his/her family members.** The details are hereunder:

S.No	Name of the post	Nos., of posts	Eligibility
1	Catering Officer	01 No	Officers from the Government organizations /PSUs holding equivalent posts on regular basis.
2	Deputy Catering Officer	02 Nos.,	Officers from the Government organizations /PSUs holding equivalent posts on regular basis.

**GENERAL TERMS AND CONDITIONS:**

- 1. The applicants shall possess the HINDU RELIGION and shall not canvas other than Hindu Religion including his/her family members.**
2. Pay and Allowances is applicable as per Rules.
3. The Number of posts is tentative may vary and S.V Annaprasadam Trust, Tirumala reserve the right to increase or decrease number of posts.
- 4. Application must be neatly typewritten on A-4 size paper in the prescribed proforma (Annexure).** The proforma can be downloaded through the website: "<https://www.tirumala.org>".
5. One recent passport size photograph should be pasted on the top right hand corner of the application and to be signed by the applicant.
6. Envelope containing application should be super-scribed with "APPLICATION FOR THE POST OF ....."
7. A candidate has to submit separate applications, if he/she desires to apply for more than one post.

8. The self-attested photocopies of testimonials are also be attached with the application in support of their educational qualifications and experience etc.,

9. The applications will be entertained only when received through **proper channel (Competent Authority) only**. It shall be necessary to submit **“No Objection Certificate”** from the parent department / present employer at the time of interview.

**10. The persons to be appointed to the above category on deputation basis shall be a person who is maintaining good character and conduct.**

**11. No person is eligible to work on the said deputation basis, who is facing charge in Disciplinary Enquiry or has undergone any punishment or for any irregularity in discharge of his / her duties.**

**12. The person to be appointed to the above category on deputation basis shall not complete 55 years of age as on the first day of the Month February, 2024, in which month the Notification inviting applications for such appointment is published in the Newspapers. However, Annadanam Trust has got every right to relax and increase the said age limit.**

13. The applicants shall produce the Certificates i.e., Date of Birth, SSC, Educational Qualifications.

14. The applicants shall submit the proof of declaration of Probation in eligible category.

15. The applicants shall submit the latest service and conduct certificate issued by the competent authority.

16. The applicants shall submit latest No Objection Certificate from the Employer.

17. If the applicants failed to produce any of the required Certificates, his / her candidature will be rejected.

18. No person who has been convicted by a Court of Law for an offence involving Moral Turpitude, shall be eligible for appointment.

19. Candidates resorting to or bringing any influence of any kind will be summarily disqualified and they are liable for prosecution.

20. No correspondence will be entertained under any circumstances. Incomplete and incorrect applications will be summarily rejected at any stage.

21.The deputation will be governed by the existing terms and conditions of the

Government / Annadanam Trust.

22. The forwarding authority may also certify the information furnished by the candidate in the application form.

23. The candidates short-listed for interview will be informed either by post (or) e-mail. The Annaprasadam Trust is not responsible for any postal delay. No TA & DA will be paid to the applicants attending for interview.

24. At the time of interview, the original certificates shall be produced for verification.

25. The decision of S.V Annaprasadam Trust, Tirumala in respect of selections is final and no correspondence in this regard will be entertained. **Canvassing in any manner from any source will disqualify the candidature of the applicant.**

26. The deputation is initially for **a period of one year and may be extended up to five (05) years subject to work performance** under usual foreign service terms and conditions as per orders of the Government of A.P as amended from time to time.

27. The work place is Tirumala and shall be available 24X7 and not to leave the headquarters without obtaining prior permission.

28. **The application shall contain all required information only to be sent through proper channel (Competent Authority) to the Deputy Executive Officer(Annaprasadam Trust), Sri Mathrusri Tarigonda Vengamamba Annaprasadam Complex, Tirumala, Tirupati District, Andhra Pradesh-517504, on or before 02.03.2024 by 5.00 PM.**

29. **Any application received after due date will not be considered and summarily rejected.** The applications received after last date and/or found to be incomplete in any manner or not submitted in the prescribed proforma will not be entertained.

30. The S.V Annaprasadam Trust, Tirumala reserve the right to cancel the Notification at any stage, without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the Notification.

31. The S.V Annaprasadam Trust, Tirumala reserve the right to cancel the deputation of employee even without giving any notice.

M. Rajendra Kumar  
**DEPUTY EXECUTIVE OFFICER**

(APT)