

**Introduction:**

Government of Andhra Pradesh has observed that the urban vacant land is underexploited which can be put to economically viable and environmentally sustainable uses. These lands can be potentially utilized for different purposes such as transportation, recreation, commercial, environmental and welfare activities.

Government felt that to realize the objective of greening and beautification of urban areas, a separate organization is required for protecting and planning of all urban vacant lands, municipal lands, parks, green zones etc. and to manage them effectively by establishing parks, urban forestry and herbal plantations, play grounds etc. within urban areas.

Accordingly an organisation by name A.P Urban Greening and Beautification Corporation (APUGBC) has been established wide G.O. M.S. no.25 of MA & UD department dated 11.2.2015. For smooth functioning of this organisation different positions have been sanctioned.

Centre for Good Governance, Hyderabad on behalf of APUGBC invites applications from eligible candidates for different positions mentioned at Table number 1.

Please go through the details regarding eligibility criteria, work location, job chart etc and forward your resumes to [apugbc@cgg.gov.in](mailto:apugbc@cgg.gov.in) by 6.00 pm of 23rd April 2015.

Note: All the resumes need to be submitted through email only.

**Table no. 1 - Details of posts proposed for recruitment and their work location**

Sl. No	Category	No. of Staff	Work location of staff			
			Headquarters (at present at Hyderabad, later to be shifted to the capital region of the state)	Vijayawada/ Guntur	Tirupathi	Visakhapatnam
<b>A. Field Staff</b>						
1	Urban Landscape Managers	3	2	1	-	-
2	Urban Landscape Engg. Asst.	4	1	1	1	1
3	In-house Architects/ Planners	2	2	-	-	-
<b>B. Office Staff</b>						
4	Admn. officer	1	1	-	-	-
5	Accounts officer	1	1	-	-	-
6	Assistant Engg./ Draughtsman	2	2	-	-	-
7	Office / Computer assistant	6	3	1	1	1
	<b>Total</b>	19	12	3	2	2

### 1. Urban Landscape Managers

<b>Post Code</b>	ULM/03
<b>No. of Posts</b>	3
<b>Qualification &amp; Experience</b>	MSc in Forestry /Agriculture /Biotechnology /Horticulture /Botany /Environmental Science with one year experience in forestry/Biodiversity conservation/landscaping in Government Public Sector Undertaking <b>Age limit:</b> below 40 years Applicants with experience in landscaping projects will be preferred
<b>Job Chart</b>	Supervision and monitoring plantations and soft landscape works in the landscape projects to be taken up in Andhra Pradesh state.
<b>Salary</b>	Rs. 27,000

### 2. Urban Landscape Engg. Assistant

<b>Post Code</b>	ULEA/04
<b>No. of Posts</b>	4
<b>Qualification &amp; Experience</b>	BE (Civil) with one year experience in hard landscaping or in any civil engineering works in government/ public sector undertakings. <b>Age limit:</b> below 40 years Applicants with experience in landscaping projects will be preferred
<b>Job Chart</b>	Supervision and monitoring the civil/ hard landscape works in the projects to be taken up in Andhra Pradesh state.
<b>Salary</b>	Rs. 27,000

### 3. In-house Architect/ Planner

<b>Post Code</b>	IHAP/2
<b>No. of Posts</b>	2
<b>Qualification &amp; Experience</b>	B. Arch/ M. Arch with atleast one year of professional experience in designing for development of greenery projects in Government/public sector undertakings. <b>Age limit:</b> below 40 years Applicants with experience in landscaping projects will be preferred
<b>Job Chart</b>	Development and monitoring of conceptual plans, detailed designs of the landscape projects to be taken up in Andhra Pradesh state
<b>Salary</b>	Rs. 37,000

4. Administrative Officer

<b>Post Code</b>	Admin.O/1
<b>No. of Posts</b>	1
<b>Qualification &amp; Experience</b>	A graduate with atleast 5 years experience in Government/public sector undertaking office management activities <b>Age limit:</b> below 65 years Applications who have experience in government office will be preferred
<b>Job Chart</b>	Manage the entire administration of office, which includes correspondence with the Government and Urban Local Bodies of the state and all administration related matters for effective management of the organisation.
<b>Salary</b>	Rs. 26,000

5. Accounts Officer

<b>Post Code</b>	AO/1
<b>No. of Posts</b>	1
<b>Qualification &amp; Experience</b>	A graduate with atleast 5 years of maintenance of books of accounts, preparation of financial statements, and handling of annual audit independently in government/public sector offices <b>Age limit:</b> below 65 years Applications who have experience in government office will be preferred
<b>Job Chart</b>	maintain all relevant books of accounts, preparation of financial statements and handling of annual audit of accounts independently, preparation of annual budget estimates for submission to the Government, submission of any periodical reports to the Government and all matters related to maintenance of accounts
<b>Salary</b>	Rs. 26,000

6. Assistant Engineer/Draughtsman

<b>Post Code</b>	AED/2
<b>No. of Posts</b>	2
<b>Qualification &amp; Experience</b>	Diploma/Bachelors degree in civil engineering with one year experience in government/public sector undertakings. <b>Age limit:</b> below 65 years Applications who have experience in government office will be preferred
<b>Job Chart</b>	Preparation and scrutiny of estimates for plantation and landscape projects, assist the in-house architect/ planner in all matters related to development of different components of landscape projects.
<b>Salary</b>	Rs. 22,000

7. Office/Computer Assistant

<b>Post Code</b>	OCA/6
<b>No. of Posts</b>	6
<b>Qualification &amp; Experience</b>	A graduate with diploma in computers with experience in MS Officer and two years experience in government/public sector undertakings. Age limit – below 40years
<b>Job Chart</b>	To assist the administrative officer / accounts officer in routine office work and to attend the computer/ data entry work  Applications with graduation in computers or autocad certification will be preferred
<b>Salary</b>	Rs. 12,500

**General terms and conditions:**

- Candidates must be citizens of India.
- Email should be sent mentioning the post code, city preference in the subject line, short description of your profile and include CV as attachment.
- Scanned/soft copy of the photograph should be included in the CV and send the email.
- The salary mentioned above is a consolidated monthly remuneration with allowances included.
- After selection of candidate, the letter of contract will be issued by Managing Director, APUGBC and initially the contract period will be for one year. Subsequently it will be extended year wise from time to time based on individual performance and requirement of the organisation

- Experience in a discipline / area of work, wherever prescribed, shall be counted after the date of acquiring the minimum prescribed qualifications for that post.
- Women candidates fulfilling the requirements are encouraged to apply for the posts.
- Mere possession of the education qualifications and requisite experience will not entitle any right to call for interview or selection.
- The applications received after due date or without enclosures or incomplete applications will be summarily rejected.
- Any unsolicited communication regarding this advertisement is strictly prohibited.