

Tel: 2812953

**BY MAIL/HAND**

Station Headquarters, ECHS (V)  
Nausena Baugh  
Gandhigram Post  
Visakhapatnam - 530005

451/03/ECHS(i)

21 Aug 24

The Director  
Regional Centre ECHS  
1<sup>st</sup> Floor Utility Complex  
INS Circars, Naval Base  
Visakhapatnam - 530014

**PUBLICATION OF EMPLOYMENT NOTICE IN NOTICE BOARD FOR  
RECRUITMENT TO THE POST OF A DATA ENTRY OPERATOR  
AT ECHS POLYCLINIC VISAKHAPATNAM**

1. Recruitment for the post of Data Entry Operator for ECHS Polyclinic, Visakhapatnam/  
Billing Section of Regional Centre on Ty basis for **89 days**.
2. In view of the above, it is requested that Employment Notice Placed at enclosure be  
published in the ECHS website for providing wide publicity.



(MVS Kumar)  
Captain  
Officer-in Charge, ECHS (V)

**Encl:** - As above

**GOVERNMENT OF INDIA**  
**MINISTRY OF DEFENCE**  
**EX-SERVICEMEN CONTRIBUTORY HEALTH SCHEME**  
**STATION HQ (ECHS CELL), VISAKHAPATNAM**  
**PHONE : 0891-2812953**

**E-mail: echsstnhqvizag@gmail.com**

**EMPLOYMENT NOTICE**

1. ECHS, Station Headquarters, Visakhapatnam invites applications to engage following staff on Temporary basis for **89 days** at ECHS Polyclinic Visakhapatnam/Billing section of Regional Centre, ECHS.

<b>Appointment</b>	<b>Minimum Qualification</b>	<b>No of Vacancies</b>	<b>Fixed Remuneration</b>
Data Entry Operator	Graduate/Class-I Clerical Trade (Armed Forces). (Min 03 years of Experience).	01 (Vizag)	Rs 16,800/- Per month

2. **For Terms & Conditions, Application Form & Remuneration** Kindly see our website [www.echs.gov.in](http://www.echs.gov.in). For additional details, please contact Stn HQ (ECHS Cell) Visakhapatnam at Telephone No. 0891-281-2953,2199 & E-mail ID [echsstnhqvizag@gmail.com](mailto:echsstnhqvizag@gmail.com). Also approach concerned ECHS Polyclinic for details. Preference will be given to Ex-Servicemen.

3. **Last date for receipt of application as per format given at our website** Application as per requisite format along with self attested photocopies of testimonials in support of Educational Qualification and Work Experience is required to be submitted to **OIC, Stn HQs (ECHS Cell), Nausena Baugh, PO - Gandhigram, Visakhapatnam, Andhra Pradesh, Pin-530005** by **15 Sep 24** in duplicate. Any application received after **15 Sep 24** will not be accepted.

4. **Interview Date, Timing and Venue** will be intimated telephonically/ e-mail/ SMS. Candidates must bring all the original certificates/mark sheet/degree of 10<sup>th</sup>/ Matric, 10+2 & Graduation / Post graduation/ diploma/ course, work experience and discharge book, PPO, service records and 02 PP size colour photographs at the time of interview. No TA/DA is admissible. Only candidates meeting the Qualitative Requirements may apply.