

**GOVERNMENT OF ANDHRA PRADESH
MEDICAL SERVICES RECRUITMENT BOARD**

I/4849063/2026

NOTIFICATION NO.04/2026, DATED:01-06-2026

**RECRUITMENT FOR THE POSTS OF HOSPITAL ADMINISTRATORS UNDER THE
CONTROL OF DIRECTOR OF SECONDARY HEALTH ON CONTRACT BASIS**

1. Applications are invited through online mode for recruitment to the post of **Hospital Administrators under the control of Director of Secondary Health (DSH) to work in Government Hospitals.**

(1.1) Candidates shall apply online through APMSRB website (<https://apmsrb.ap.gov.in/msrb>) for the posts of **Hospital Administrators**.

(1.2) ONLINE application will be enabled on 03-06-2026

(1.3) Last date for submission of ONLINE application is on 17-06-2026 up to 11.59 PM

(1.4) Applications submitted online only will be accepted.

(1.5) Applicants must regularly visit the APMSRB website to stay updated throughout the recruitment process. The MSRB website will serve as the sole source of official communication. No individual correspondence will be entertained under any circumstances.

(1.6) Remuneration : 80,000/- PM

2. Details of the Posts and Qualifications:

(2. Qualification & Experience :

(2.1.1) Basic MBBS / MDS.
Qualifications

(2.1.2) Compulsory Masters Degree in Hospital Administration or Hospital
Qualification Management or its equivalent qualification.

(2.1.3) Experience a. At least 2 (two) years of post-qualification experience in Hospital Administration/ Hospital cadre quality/formal quality management in Health sector in the institutions recognized by Govt., of A.P. (both private and Govt., Hospitals).
b. At least 1 (One) year of work experience in Administration or Leadership or Managerial roles in institutions recognized by Govt., of A.P., (both private and Govt., Hospitals)

(2.1.4) Computer With high level of familiarity with commonly used packages like
Literacy and MS Word, Excel, Power point & Web surfing to search relevant
proficiency data & documents.

(2.1.5) Fluency in Telugu and English.

(2.1.6)_ Knowledge of Govt., Legislations and Hospital administration.

(2.1.7)_ Good Communication and presentation skills both in speech and writing, analytical and interpersonal abilities, demonstrated ability to work in a multi-disciplinary team environment, which will be evaluated in interview.

3. Selection Procedure:

Total Marks	100
3.1 MBBS/MDS (Basic Qualification)	45 Marks
3.2 Hospital Administration / MBA	30 Marks
3.3 Year of Passing	10 Marks
3.4 Contractual Service Weightage for the services rendered as Hospital Administrator in State/ Central Govt., facilities)	15 Marks

(3.1.4) In case of Foreign MBBS Degree for Aggregate of Marks of 75% as shown below in

The Candidates who have passed the MBBS Degree in foreign Universities, the 75% aggregate marks weightage is given as per the following formula.

A Grade / Excellent	- 60%	X 75%	= 45.00
B Grade / Good	- 55%	X 75%	= 41.25
C Grade / Satisfactory	- 50%	X 75%	= 37.50

The Percentage of marks awarded in Foreign Universities, those marks shall be converted as Grades as follows.

Percentage of Marks obtained	Converted Grade	Marks to be awarded for recruitment
80% to 100%	A Grade	60% X 75% = 45.00
65% to 80%	B Grade	55% X 75% = 41.25
Below 65%	C Grade	50% X 75% = 37.50

In certain Foreign Universities Degrees shown as academic hours / amount of hours / ECIS Ranks / National Grade / Study hours / Credits / Grade points GPA/Pass etc., In such cases, where marks/ grades are not clearly shown, the Grade "C" with 50% as maximum marks will be awarded.

Marks awarded for languages shall not be considered for weightage of aggregate marks.

(3.5) If more than one applicant scores same marks, then the person with higher age will be assigned better rank.

(3.6) The carried forward vacancies are brought forward from previous recruitments. Selection/Appointment to such vacancies will be made first before the fresh vacancies.

4. Merit list will be displayed on the APMSRB website.

5. Before applying for the posts online, applicants are requested to keep the soft copy (PDF) of the following documents ready for uploading:

- I. SSC or 10thclass Certificate (for date of birth proof).
- II. Consolidated Marks Memo or Year wise Marks Memo of MBBS/MDS with internship certificate.
- III. MBBS Degree consolidated Marks Memo.
- IV. Marks Memos of Master Degree in Hospital Administration/MBA in Hospital Management/ Hospital Administration is mandatory.
- V. MDS Post Graduation Degree consolidated Marks Memo.
- VI. Andhra Pradesh Medical/Dental Council Registration Certificate for MBBS/MDS Candidates.
- VII. Contract Service rendered as Hospital Administrator Only Certificates, if applicable (ANNEXURE I).
- VIII. Study Certificates (4thto10th class) for claiming local status.
- IX. For candidates who have not studied in any school, 'Residence Certificate' issued by competent authority of Andhra Pradesh Government (corresponding period of 4thto 10thClass period) for claiming local status (ANNEXURE II)
- X. Community Certificate (SC/ST/BC/EWS) issued by the competent authority of Andhra Pradesh Government (as applicable) SC Sub-classification is applicable. SC applicants must clearly specify their Group: SC (Group-I), SC (Group-II) or SC (Group-III)
- XI. Non-Creamy Layer Certificate in case of SCs Read G.O. MS.No.7 Social Welfare (CV) Dept., Dated: 18.04.2025 and BCs Read G.O. Ms. No.25 Backward Classes Welfare (F) Dept., Dated: 10.11.2023 issued by the competent authority of Andhra Pradesh Government.
- XII. Latest (Current Year- 2026-27) 'Income and Asset Certificate' for applicants claiming EWS Reservation issued by the competent authority of Andhra Pradesh Government (Current financial year to be submitted).
- XIII. Sports certificate issued by competent authority, for applicants claiming reservation under sports category Read G.O.Ms.No.04, Youth Advancement, Tourism & Culture (Sports & Youth Services) Dept., Dated: 19.04.2025 (ANNEXURE II).
- XIV. SADAREM certificate for candidates claiming Differently Abled reservation.
- XV. Service certificate for claiming reservation and age relaxation as Ex-Servicemen.

6. The applicants who possess requisite qualification should apply online after satisfying themselves about the terms and conditions of this recruitment.

7. EQUIVALENT QUALIFICATION:

At the time of verification of certificates, if it is noticed that any applicant who possesses a qualification other than requisite qualification and claims that said qualification is equivalent to the requisite qualification, the matter shall be referred to an 'Expert Committee' constituted by the APMSRB and the APMSRB will take a decision based on the report of the 'Expert Committee'.

8. AGE:

Upper age limit is 42 years. Shall not have completed 42 years as on 01.07.2025.

09. AGE RELAXATION:

The upper age limit prescribed above is however relaxed in the following cases:

S. Category of applicants Relaxation of age permissible
No.

- | | |
|-----------------------------------|--|
| 1. OC Category | Candidate should not have completed 42 years as on 01-07-2025 |
| 2. SC/ST/BCs &EWS | Candidate should not have completed 47 years as on 01-07-2025 |
| 3. Physically Handicapped persons | Differently Abled person should not have completed 52 years as on date of 01-07-2025 |
| 4. Ex-Servicemen | 3 years & length of service rendered in the armed forces. |

Note:

- (9.1) Provided that the persons referred at S.No.4 in the above table shall, after making deductions referred to in Sub Rule-12(c) (i) & (ii) of Andhra Pradesh State and Subordinate Service Rules, not exceed the maximum age limit prescribed for the post.
- (9.2) Age relaxation for Ex-servicemen is applicable for those who have been released from armed forces other than by way of dismissal or discharge on account of misconduct or inefficiency.
- (9.3) Age relaxation for NCC Instructor: A person who was recruited as a whole-time Cadet Corps Instructor on or after the 1st January, 1963 on his discharge from the NCC either before or after expiry of the initial or extended tenure of his office in NCC having served for a period of not less than six months prior to his release from the NCC.

10. FEE:

- | | | |
|---|---|--------|
| (10.1) Application fee for OC | - | 1500/- |
| (10.2) For SC, ST, BC, EWS, Differently abled and Ex-Servicemen | - | 1000/- |

(11) Mode of Fee Payment:

- (11.1) For payment of fee through the online through payment gateway i.e., Net Banking, Credit Card, Debit Card and Mobile wallet payment, an additional page of the application form will be displayed, wherein candidates may follow the instructions and fill in the requisite details to remit payment.
- (11.2) For payment of fee through the online through payment gateway i.e., Net Banking, Credit Card, Debit Card and Mobile wallet payment, an additional page of the

application form will be displayed, wherein candidates may follow the instructions and fill in the requisite details to remit payment.

- (11.3) For payment of fee through the online through payment gateway i.e., Net Banking, Credit Card, Debit Card and Mobile wallet payment, an additional page of the application form will be displayed, wherein candidates may follow the instructions and fill in the requisite details to remit payment.
- (11.4) Candidates should carefully fill in the details in the On-Line application at the appropriate places and click on the "SUBMIT" button at the end of the Online application format. Before presenting the "SUBMIT" button, candidates are advised to verify each and every particular filled in their application. The name of the candidate or his/her father/husband's name etc., should be recorded correctly in the application as it appears in the certificates.
- (11.5) APMSRB will not be responsible for delayed submission or remitting of payment.

12. PROCEDURE FOR APPLICATION:

- (12.1) Application has to be submitted online on APMSRB website (<https://apmsrb.ap.gov.in/msrb>) only.
- (12.2) Applicants should upload all required certificates (original certificates have to be uploaded for verification at the time of scrutiny before finalizing the selection list).
- (12.3) Applications once submitted online shall be final and no changes shall be permitted thereafter.
- (12.4) Upon submission of online form, Notification wise Application Number will be generated. The same may be used for any future reference.
- (12.5) Applicant must compulsorily fill-up all relevant columns of the application form carefully.
- (12.6) Incomplete / incorrect application form will be rejected. The information if any furnished by the applicant subsequently in any form will not be entertained by the APMSRB under any circumstances.
- (12.7) The applicant should not furnish any particulars that are false, tampered, fabricated, or suppress any material information while submitting online application. The applicant shall be liable for legal action in such cases.

13. RESERVATIONS: -

- (13.1) The Rule of Reservation is applicable as issued by state government from time to time.
- (13.2) Horizontal reservations for women will be followed in this recruitment, in terms of G.O.Ms.No.77 General Administration (Ser.D) Department Dated:02.08.2023.
- (13.3) The Reservation of 3 % for 'Meritorious Sports Persons' is applicable as per the amendments made to State and Subordinate Service Rules (G.O.Ms.No.77 General Administration (Ser.D) Department Dated: 02.08.2023 and **Go Ms. No.4 YOUTH ADVANCEMENT, TOURISM & CULTURE (SPORTS & YOUTH SERVICES) Dept., Dated: 19.04.2025** or as may be revised by the government from time to time. The proforma for obtaining sports certificates are given at Annexure III. Certificates which are not in the prescribed proforma will not be accepted.
- (13.4) Economically Weaker Sections: The EWS reservation is applicable as per G.O.Ms.No.24 General Administration (CABINET-II) Dept., Dt.23/02/2023 and G.O.Ms.No.77 General Administration (Ser.D) Department Dated:02.08.2023.
- (13.5) Reservation for benchmark disabilities:
 - (13.5.1) As per G.O.Ms.No.77 General Administration (Ser.D) Department Dated:02.08.2023, the posts notified herein are exempt from the following

benchmark disabilities:

- (i) Blindness and low vision
 - (ii) Deaf and hard of hearing
 - (iii) Autism, Intellectual Disability, Specific Learning Disability and Mental Illness
 - (iv) Multiple Disabilities
- (13.5.2) Providing 4% reservation for persons with locomotor disability (a type of benchmark disability) is mandated by Section 34(1) of India's Rights of Persons with Disabilities Act, 2016, which requires appropriate governments to reserve not less than four percent of total vacancies in government establishments for persons with benchmark disabilities, including locomotor disabilities. This reservation applies to the total number of vacancies in a cadre, whether the posts are identified for people with disabilities or not.
- (13.5.3) Physically Challenged applicants who are claiming reservations under disability quota must note that they will be referred to State Medical Board (Appellate Medical Authority) after completion of certificate verification. The report of the Medical Board is final.
- (13.5.4) Guidelines for evaluation of various disabilities and procedure for certification are mentioned in G.O.Ms.No.31, WD, CW & (DW) Dept, Dt:01- 12-2009.

(13.6) In terms of G.O.Ms.No.77 General Administration (Ser.D) Department Dated:02.08.2023, Two percent 2% reservation shall be provided to Ex-Servicemen(Doctors) in direct recruitment. Out of two percent (2%), one percent of posts shall be given to women and if no women Ex-servicemen candidate is available, two percent (2%) of reservation shall be filled up with men. who served in armed forces on temporary basis.

14. COMMUNITY CERTIFICATE:

(14.1) Applicants belonging to ST are required to produce Community Certificate issued by the competent authority of Government of Andhra Pradesh.

(14.2) Applicants belonging to Schedule Classes are required to produce Community Certificate (SC-I, SC-II and SC-III) issued by the Competent Authority of Government of Andhra Pradesh Read Go.Ms.No.46, General Administration (Ser-D) Dept., Dated: 19.04.2005 and G.O. Ms No.7, Social Welfare (CV) Dept., Dated: 18.04.2025.
NOTE: SC Sub-classification is applicable. SC applicants must clearly specify their Group: SC (Group-I), SC (Group-II) or SC (Group-III)

(14.3) Applicants belonging to Backward Classes are required to produce Community Certificate (BC-A, BC-B, BC-C, BC-D & BC-E) issued by the Competent Authority of Government of Andhra Pradesh

(14.4) Applicants belonging to Economically Weaker Section (EWS) for claiming EWS Reservation should produce "Income & Asset Certificate" issued by competent authority of Government of Andhra Pradesh for **current financial year** i.e., 2026-27

(14.5) Certificates issued by competent authorities of Government of Andhra Pradesh will only be considered.

(14.6) Applicants belonging to states other than Andhra Pradesh are not entitled to any kind of reservation.

15. RESERVATION TO LOCAL CANDIDATES

(15.1) LOCAL CANDIDATURE

- Candidates who are Local to Andhra Pradesh are only eligible for the posts reserved for local category. (Candidates who studied from 4th Class to 10th Class in the State of Andhra Pradesh and candidates who migrated to any part of Andhra Pradesh from the State of Telangana within a period of 3 years from 2nd June 2014. (As per G.O.No.132 GAD Dt.13-6-2016 & G.O.Ms.No.133 GAD Dt.13.06.2016) are considered as Local).
- The Residence Certificate/Nativity/Domicile Certificate issued by MRO/ Tahsildar will not be allowed for Local consideration without mentioning the G.O.No.132 GAD Dt.13-6-2016 & G.O.Ms.No.133 GAD Dt.13.06.2016 for the candidate who studied in the state of Telangana before bifurcation.
- "Local Candidate" means a candidate for direct recruitment to any of the post in relation to those Local areas where he/she has studied in Educational Institution(s) for not less than four consecutive academic years prior to and including the year in which he/she appeared for SSC or its equivalent examination. If however, he/she has not studied in any educational Institution during the above four years period, it is enough if he/she has resided in that area which is claimed as his/her local area during the above said period.

(15.2) Residence certificate will not be accepted, if a candidate who studied in any Educational institutions up to S.S.C. or equivalent examination, such candidates have to produce study certificates invariably.

16.GENERAL PROVISIONS

(16.1) Required original certificates should be submitted at the time of verification of certificates or whenever called for. Failure to produce the required certificates will lead to disqualification.

(16.2) Important: The claim of the applicants with regard to the date of birth, educational qualifications and community etc., are accepted provisionally on the basis of information furnished by them in their application form and is subject to verification and satisfaction of the APMSRB. Mere inclusion of the name of an applicant in a Merit List will not confer on the applicant any right for appointment. The candidature is therefore, provisional at all stages and the APMSRB reserves the right to reject candidature at any stage of the selection even after declaration of results, if any mistake is noticed at a later date.

17. Printout of downloaded application form as well as original certificates /documents as mentioned at Para (5) have to be submitted at the time of certificate verification.

18. DEBARMENT:

(18.1) Candidates should make sure of their eligibility to the posts applied for and that the declaration made by them in the application form regarding their eligibility is correct in all respects. Any candidate furnishing incorrect information or making false declaration regarding his/her eligibility at any stage or suppressing any information is liable to be debarred from recruitment conducted by the APMSRB, and for summary rejection of candidature for this recruitment & further recruitment.

(18.2) The Board is vested with the duty of conducting recruitment and selection as per rules duly maintaining utmost secrecy and confidentiality in this process and any attempt by any one causing or likely to cause breach of this duty in such matter or such action as to violate or is likely to violate fair practices followed and ensured by the Board

will be sufficient cause for rendering such questionable means ground for APMSRB.

19. Board decision to be final:

(19.1) The decision of the department regarding acceptance or rejection of the candidature, conduct of counseling and at all consequent stages culminating in the selection or otherwise of any candidates shall be final in all respects and binding on all concerned under the powers vested with. The department also reserves its right and modify regarding time and conditions laid down in the notification for conducting the various stages up to selection duly intimating details thereof to all concerned as warranted by any unforeseen circumstances arising during the course of this process.

(19.2) All desirous and eligible candidates shall apply online after satisfying themselves that they are eligible as per the terms and conditions of this recruitment notification. Any application sent through any mode other than the prescribed online mode will not be entertained under any circumstances. Submission of application form by the candidate is authentication that he/she has read the notification and shall abide by the terms and conditions laid down there under.

20. CERTIFICATES TO BE UPLOADED ONLINE:

Before applying for the post online, applicants are requested to keep the Soft copy (PDF) of the following documents ready for uploading:

- Latest scanned Photograph and Signature*
- SSC Certificate as proof of date of birth*
- Intermediate certificate*
- MBBS Degree consolidated Marks Memo.
- Marks Memos of Master Degree in Hospital Administration/MBA in Hospital Management/ Hospital Administration is mandatory..
- MDS Post Graduation Degree consolidated Marks Memo.
- Study Certificates from class 4th to 10th from the school where the candidate studied. If SSC or its equivalent done by private study, without attending any school, Residence certificate from MRO for previous 7 years. (In the prescribed Proforma). Candidates migrated from Telangana shall submit certificate of Local candidature as per GO. No.132 & 133 dated: 13.06.2017. In the absence of the suitable certificates for claiming local candidature the candidate will be considered as non local and not eligible for appointment.
- A.P. Medical/ Dental council registration certificate.
- Required Educational Qualification Certificate
- Candidates, who claim for VH/MH/HH/OH vacancy, must submit Disability Certificate to that extent, issued by the concerned Medical board or SADAREM. If applicable.
- Social status Certificate in case of SC (Latest Sub Caste classification Scheduled Castes into three Groups Certificate) / ST /BC (Latest Sub Classification Certificate)/ EWS (Latest Current Year 2025-26 Certificate) issued by the competent authority. If social status certificate is NOT submitted, then such candidate is treated as OC.
- Documents in support of publications if any.

NOTE :

The applications submitted without the required certificates and incomplete applications will be rejected summarily.

21. SPECIAL INSTRUCTIONS TO APPLICANTS:

(21.1) Applicants are directed to visit the Board's Website (<https://apmsrb.ap.gov.in/msrb/>) regularly to know the latest developments of this recruitment and any changes/ modifications/ results etc. Applicants may note that individual communication shall not be made. Hence, they must regularly visit the APMSRB website for updates.

(21.2) The recruitment is subject to outcome of any O.As / W.Ps pending before any Court and likely to arise in the matter.

(21.3) The APMSRB reserves every right to cancel the Notification / alter / modify any condition laid down in the Notification for final selection and also number of posts notified.

(21.4) In case of any difficulty in technical issues to log on/filled in application please call - 9492619809 (11.00 AM to 4.00 PM during working days)

22. ANNEXURES:

Please read the following Annexures appended to the Notification before filling the application form.

Annexure-I : Proforma Residence Certificate for private study.

Annexure – II : Proforma of Sports certificate (Form 2,3 and 4) with Photo attested by the concerned competent authorities.

Polur Sreelekha
MEMBER SECRETARY

Roster points including Backlog post for the post of Hospital Administrator

Hospital Administrator Roster Points	
OC	18
BC-A	4
BC-B	4
BC-C	1
BC-D	3
BC-E	2
EWS	4
SC-I	1
SC-II	4
SC-III	3
ST	3
Total	47

Note: I. Vacancies include both Backlog and Regular.

II. Vacancies are tentative and may increase or decrease.

ANNEXURE – I

RESIDENCE CERTIFICATE

(Vide Sub-Clause (ii) of Clause (a) Para 7 of the Presidential order) It is hereby certified,

- I. That Sri/ Srimathi/ Kumari _____ S/o. W/o. D/o _____ appeared for the first time for the matriculation (SSC) Examination in (month) _____ Year.
- II. That he/she has not studied in any educational institution during the whole or a part of the 4 consecutive academic years ending with the academic year in which he/she first appeared for the aforesaid examination;
- III. That in the 4 years immediately preceding the commencement of the aforesaid examination, he/she resided in the following place/places namely,

Sl. No.	Village	Taluk / Mandal	District	Period
1.				
2.				
3.				
4.				
5.				
6.				
7.				

Station :

Date :

TAHSILDAR.

OFFICE SEAL.

FORM-2

(For representing a State in India in a National Competition in one of the recognized Games/Sports)

STATE ASSOCIATION OF _____

Certificate to a meritorious sportsperson for Employment to Group-III Posts/ Service under the State Government/similar posts in Government Institutions.

Certified that Shri/Smt./Kum. _____ Son/Daughter/Wife of
Shri _____ resident of
_____ represented the State of
Andhra Pradesh in the game/ event of _____ in the National Competition/
Tournament held at _____ from _____ to _____.

The position obtained by the individual/team in the above said competition/Tournament was _____.

The Certificate is being given on the basis of records available in the Office of the State Association of _____.

Place _____

Date _____

Signature _____

Name _____

Designation _____

Name of the
State Association _____

Address _____

_____ Seal

Note : This Certificate will be valid only when signed personally by the Secretary of the State Association.

FORM-3

(For representing a University from A.P. State in the Inter-University Competition at National level/Zonal level / Regional level in one of the recognized

Games/Sports).

UNIVERSITY OF _____

Certificate to a meritorious sportsperson for Employment to Group-IV Posts/ Service under the State Government/similar posts in Government Institutions.

Certified that Shri/Smt./Kum. _____ Son/Daughter/Wife of
Shri _____ resident of _____
_____ represented the University of _____
_____ in the game/ event of _____ in Inter-University
Competition/ Tournament held at from _____ to _____.

The position obtained by the individual/team in the above said competition/Tournament was _____.

The Certificate is being given on the basis of records available in the Office Dean of Sports or Officer in overall charge of Sports in the University of _____.

Place _____
Date _____

Signature _____
Name _____
Designation _____
Name of the
State Association _____
Address _____

Seal

Note : This Certificate will be valid only when signed personally by the Dean/ Director or other Officer in overall charge of Sports in the Concerned University.

FORM—4

(For representing a State School Team in the National Games for School children in one of the recognized Games/Sports)/Representation at Regional & State level).

DISTRICT EDUCATIONAL OFFICER Govt., A.P., / District
Sports Development Officers, District Sports Authority.

Certificate to a meritorious sportsperson for Employment to Last Grade Service under the State Government/similar posts in Government Institutions.

Certified that Shri/Smt./Kum. _____ Son/Daughter/Wife of
Shri _____ resident of _____
_____ represented the State School
Team in the game/ event of _____ in the National Games for School /
Regional Level / State Level held at from _____ to _____.

The position obtained by the individual/team in the above said competition /
Tournament was _____.

The Certificate is being given on the basis of records available in the Office of
District Educational Officer / District Sports Development Authority.

Place _____	Signature _____
Date _____	Name _____
	Designation _____
	Name of the _____
	State Association _____
	Address _____
	_____ Seal

Note : This Certificate will be valid only when signed personally by the District
Educational Officer or overall in-charge of Sports/Games for school in the
concerned District / or District Sports Development Officer, District Sports Authority

Digitally signed by
Polur Sreelekha
Date: 01-06-2026
18:50:26