

CRIME INVESTIGATION DEPARTMENT (CID), ANDHRA PRADESH

NOTIFICATION FOR ENROLLMENT OF HOME GUARDS (CATEGORY-B)
(TECHNICAL & OTHER TRADES – VOLUNTARY SERVICE)

Notification No: 2007/E1/CID-AP/2024-25

Date: 28-04-2025

The Crime Investigation Department, Andhra Pradesh, is enrolling (28) Home Guards (Voluntary Service) with **Multi-Skilled** personnel under Category-B (Technical and other Trades) with a duty allowance of Rs.710/- per day.

Applications are invited from eligible candidates for the above Home Guard posts as per the criteria mentioned below from 01-05-2025 to 15-05-2025 by 11:59 mid night, through by hand/ registered post only to the following address under proper acknowledgement.

1. VACANCY DETAILS

Sl. No.	Category	No. of Posts
01.	Home Guard (Category-B – Technical & Other Trades)	28

Note: Number of vacancies is subject to change as per administrative exigencies.

2. Place of Posting:

- O/o the Director General of Police, CID Headquarters, Mangalagiri and at (07) Regional Offices of CID, AP, located at 1)Visakhapatnam; 2)Rajahmundry; 3)Vijayawada; 4)Guntur; 5)Nellore; 6)Tirupathi and 7)Kurnool.

3. MODE OF APPLICATION

- Application Period:** From **01-05-2025 to 15-05-2025** (till 11:59 PM)
- Submission Mode:** By hand or through registered post only
- Address for Submission:**

The Director General of Police,
Crime Investigation Department, Andhra Pradesh,
AP Police Headquarters,
MANGALAGIRI – 522503

- Applications must be submitted with proper acknowledgement. (Download the Application Form from the CID Website <https://cid.appolice.gov.in> - Application Form is enclosed with this Notification.

4. ELIGIBILITY CONDITIONS

- Local Status: Must be a *local resident of Andhra Pradesh*.
(The Definition of Local Candidate is enclosed as Annexure-I of this Notification)
- Age Limit:
 - Minimum: 18 years as on 01-05-2025
 - Maximum: 50 years as on 01-05-2025
(Age will be verified as per SSC certificate only)
- Gender: *Both Male and Female* candidates are eligible.
- Educational Qualification:
 - Must have passed Intermediate (10+2) or equivalent from a recognized board.
- Technical Requirements:
 - Must have good Computer Knowledge (MS Office, Internet, Typing, etc.)

6. Driving License:
 - Must possess a valid Driving License (LMV or HMV).
7. Physical Standards:
 - Height: Men should be 160 cm.
 - Height: Women: 150 cm (Relaxation of 5 cms in case of STs only).
8. Character and Antecedents:
 - Should have satisfactory antecedents; will be verified by the Police Department.
9. Medical Fitness:
 - Must be physically and mentally fit.

5. PREFERRED QUALIFICATIONS

Preference will be given to candidates possessing:

- BCA / B.Sc., (Computers) / MCA / B.Tech (Computers)
- Other IT-related qualifications.

6. APPLICATION DOCUMENTS CHECKLIST

Candidates must submit self-attested copies of the following:

1. Filled-in Application Form (downloadable from <https://cid.appolice.gov.in>)
2. SSC/Matriculation Certificate (for proof of age)
3. Intermediate Certificate / Equivalent
4. All Other Educational Certificates, if any.
5. Residence Certificate
6. Caste Certificate
7. Driving License (LMV/HMV)
8. Computer Certifications (from recognized institution)
9. Duly attested latest/recent passport-size photographs. (02 photographs)
10. Any additional technical qualification certificates

7. SELECTION PROCESS

The selection will be done in the following stages:

a. Scrutiny of Applications

- Applications will be screened for eligibility criteria.

b. Certificate Verification

- All original documents will be verified.
- Failure to produce required documents will lead to disqualification.

c. Physical Measurement Test (PMT)

- Male: Minimum 160 cm
- Female: Minimum 150 cm (ST women: 145 cm)
 - *Candidates below the required height will be disqualified.*

d. Skill Test

- Computer Knowledge Test: Proficiency in MS Office, Internet browsing, other computer applications, Typing, Drafting Skills, etc.
- Driving Test: Practical driving test.

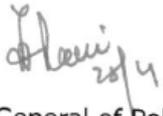
8. GENERAL INSTRUCTIONS

1. The decision of the DGP, CID, AP, in the selection process is final and binding.
2. Candidates are advised to ensure eligibility before applying.
3. No TA/DA will be provided for attending the selection process.
4. CID reserves the right to cancel or modify the recruitment process at any stage.
5. This is a voluntary service and does not confer any permanent government job rights.
6. Candidates should regularly visit the CID website (<https://cid.appolice.gov.in>) for regular updates and announcements.

8. IMPORTANT DATES

Event	Date
Start of Application Process	01-05-2025
Last Date for Submission	15-05-2025 (11:59 PM)
PMT / Skill Tests Dates	To be notified later (visit CID website (https://cid.appolice.gov.in) for regular updates and announcements)

For any further information, visit the official CID website: <https://cid.appolice.gov.in>.


Director General of Police,
CID, AP, Mangalagiri.

ANNEXURE-I

DEFINITION OF LOCAL CANDIDATE:

- (i) "Local Candidate" means a candidate for direct recruitment to any post in relation to that Local area 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 her/she has resided in that area which is claimed as his/her local area during the above said period.
- (ii) In case the candidate does not fall within the scope of the above it will be considered if he/she has studied for a period of not less than seven years prior to and inclusive of the year in which he/she has studied for the maximum period out of the said period of seven years and where the period of his/her study in two or more local areas are equal, such local area where he/she has studied last (in such local area) will be taken for determining the local candidature. Similarly, if he/she has not studied during the above said period in any Educational Institution(s), the place of residence during the above period will be taken into consideration and local candidature determined with the reference to the maximum period of residence or in the case of equal period where he/she has resided last.
- (iii) If the claim for local candidature is based on study, the candidate is required to produce a certificate from the Educational Institution (s) where he /she has studied during the said 4 years period, i.e., from VII class to X class (or) 7 years period i.e., from IV class to X class, in case he/she has not studied from VII class to X class in one particular district in Annexure I (A). If however, it is based on residence, a certificate should be submitted as prescribed in Annexure I (B) obtained from an officer of the Revenue Department not below the rank of a Mandal Revenue Officer in independent charge of a Mandal.

NOTE: Single certificate, whether of study or residence would suffice for enabling the candidate to apply as a "Local Candidate".

- (iv) If, however, a candidate has resided in more than one Mandal during the relevant four/seven years period but within the same District, separate certificates from the Mandal Revenue Officers exercising jurisdiction has to be obtained in respect of different areas.

NOTE: Residence certificate will not be accepted, if a candidate has studied in any educational institution upto SSC or equivalent examination. Invariably, such candidates have to produce study certificates only. The candidates, who acquired Degree from Open Universities without studying SSC/Matriculation or equivalent in educational institution, have to submit residence certificate only.

Reservation to local candidates is applicable as provided in the Rules and as amended from time to time as in force on the date of notification. The candidates claiming reservation as local candidates should enclose the required Study certificates (from VII class to X class (or) from IV class to X class, in case he/she has not studied from VII class to X class in one particular district). Residence Certificate in the given proforma only should be enclosed for those candidates who have not studied in any Educational Institutions.

NOTE:As per G.S.R. 775 (E) read with GSR 591 (E): The candidates who migrated to any part of the State of Andhra Pradesh from the State of Telangana within a period of ten years from the 2nd day of June, 2014 shall be regarded as the local candidate in the State of Andhra Pradesh at the place of his / her residence and be treated at par with the local candidates residing in that area, in accordance with such guidelines as may be issued by the Government of Andhra Pradesh for the purpose of employment.

Candidates who are covered by this order will be required to submit necessary certificate as per the instructions given by the Government of Andhra Pradesh at the time of appearing for Physical Measurement Test and Physical Efficiency Test (Only those candidates who qualify for Preliminary Written Test).

Proforma of School Study Certificate & Certificate of Residence is enclosed with this Notification.

ANNEXURE I (A)

SCHOOL STUDY CERTIFICATE

Name of the student:

Father's Name:

Class	Name and Place of School	District	Duration of study giving month & year
IV			
V			
VI			
VII			
VIII			
IX			
X or SSC			

Note: Should be obtained from the Educational Institution(s)

Name of the School(s):

Village / Town:

Mandal:

District:

Station:

Signature of the Head of the
Educational Institute(s) with seal

Date:

ANNEXURE - I(B)

CERTIFICATE OF RESIDENCE

(To be produced by such candidates who have not studied in any Educational Institution during the whole or part* of the relevant 4/7 years period but claim to be local candidate by virtue of residence for which there is reservation for local candidates.)

It is hereby certified:

(a) that Sri/Smt./Kum _____
son/daughter/wife of _____
appeared for the first time for the Matriculation (S.S.C.) Examination in _____
(Month) _____(year).

(b) that he/she has not studied in any Educational Institution during the whole or part* of the 4/7 consecutive academic years ending with the academic year in which he/she first appeared for the aforesaid examination.

(c) that in the 4/7 years immediately preceding the commencement of the aforesaid examination he/she resided in the following place/places namely;

Sl. No.	Village	Mandal	District	Period
1)				
2)				
3)				
4)				
5)				

Office Seal:

Station:

Officer of Revenue Department not below the rank of M.R.O. holding independent Charge of a Mandal

Date:

* Strike off whole/part as the case may be.

CRIME INVESTIGATION DEPARTMENT, ANDHRA PRADESH

APPLICATION FORM for Enrollment of Home Guards (Category-B – Technical & Other Trades)

(Notification No: 2007/E1/CID-AP/2024-25, date: 28-04-2025)

Affix recent
photograph
properly.

Sl. No.	Particulars	Details
1)	Full Name (in Block Letters)	
2)	Father's / Husband's Name	
3)	Date of Birth (DD/MM/YYYY) & Age	
4)	Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
5)	Category	<input type="checkbox"/> OC <input type="checkbox"/> OBC SC <input type="checkbox"/> ST <input type="checkbox"/>
6)	Religion & Sub Caste	
7)	Residential Address	
	Village/Town	
	Mandal	
	District	
8)	Mobile Number	
9)	Alternate Mobile Number (if any)	
10)	Email ID	
11)	Local Status	Local District:
12)	Educational Qualifications	
	(a) SSC	Year of Passing: _____ % / Grade: _____
	(b) Intermediate / 10+2	Year of Passing: _____ % / Grade: _____
	(c) Graduation	Year of Passing: _____ % / Grade: _____
	(d) Higher Qualification (if any)	
13)	Computer Knowledge	<input type="checkbox"/> Yes <input type="checkbox"/> No
14)	Technical Skills if any	
15)	Do you have valid Driving License	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Type of License	<input type="checkbox"/> LMV <input type="checkbox"/> HMV
	License Number & Date of Issue	
16)	Physical Standards	Height _____ cm
17)	Character and Antecedents	
	Any Criminal Case	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If Yes, provide details / enclose relevant documents.	
18)	Medical Fitness	<input type="checkbox"/> Physically and Mentally Fit <input type="checkbox"/> Unfit
19)	Documents Enclosed (Self-attested Copies)	

Declaration by the Applicant

I hereby declare that all the information furnished above is true and correct to the best of my knowledge and belief. If any discrepancy is found at any stage, I understand that my candidature will be cancelled without notice. I am aware that this Home Guard post is purely voluntary and does not confer any permanent Government job rights.

Place :
Date:

Signature of the candidate