



USER MANUAL

FOR

**Online Application for the Employment Notification No. 02/2024
(APCRDA, Vijayawada)**

By

APOnline



- Go to Following website : <https://crda.ap.gov.in>
- Then click on “**CAREERS**” button to read Notification



- Click on “[Notification & Job Description for the position of Company Secretary as Compliance Officer on Contract basis in APCRDA, Vijayawada](#)” link to read Notification.
- Click on “[Online Application for the position of Company Secretary as Compliance Officer on Contract basis in APCRDA, Vijayawada](#)” link to Apply.

ANDHRA PRADESH CAPITAL REGION DEVELOPMENT AUTHORITY
ఆంధ్రప్రదేశ్ రాజధాని ప్రాంత అభివృద్ధి ప్రాధికార సంస్థ

HOME ABOUT CRDA TENDERS CAREERS MEDIA CONTACT US

Careers Click Here to read Notification Refresh

| Sl.No | Notification Number | Date | Description |
|-------|------------------------------------|------------|--|
| 1 | Employment Notification No 02/2024 | 01/08/2024 | Notification & Job Description for the position of Company Secretary as Compliance Officer on Contract basis in APCRDA, Vijayawada |
| 2 | Employment Notification No 02/2024 | 01/08/2024 | Online Application for the position of Company Secretary as Compliance Officer on Contract basis in APCRDA, Vijayawada |
| 3 | Employment Notification-01/2024 | 26/07/2024 | Notification for taking the services of experienced officers/ staff working in Govt., organisations on deputation basis in APCRDA, Vijayawada |
| 4 | Employment Notification-01/2024 | 26/07/2024 | Online Application for taking the services of experienced officers/ staff working in Govt., organisations on deputation basis in APCRDA, Vijayawada |

Click Here to Apply

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- You are redirected to Online Application Home page.
- click on “[Click here](#) for Registration” for New candidate Registration



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CRDA Employment Notification No-02/2024

| | |
|------------------------|----------------------------|
| Notification | Click Here |
| Application Start Date | 01/08/2024 12:00 AM |
| Application End Date | 15/08/2024 11:59PM |
| User Manual | Download |

Help Desk

*Call time: 10:00AM to 5:00PM on all Working Days

| | |
|--------------------------------|--|
| For Technical Issues | 9493974520 |
| For Recruitment Related Issues | recruitment@apcrda.org |

Login Here

Enter Your Registered Mobile Number

Enter Phone Number

XQ9UWo



Enter Captcha

Login

[Click here](#) For Registration


[Click here for New Candidate Registration](#)



➤ Then Registration Form will be displayed as below



Registration

| | | |
|--|---|--|
| Name * <input type="text" value="Enter Name"/> | Date of Birth * <input type="text" value="dd/mm/yyyy"/> | Father/Guardian Name * <input type="text" value="Enter father/Guardian Name"/> |
| Gender* <input type="text" value="-- Select Gender --"/> | MaritalStatus* <input type="text" value="-- Select MaritalStatus --"/> | Mobile Number * <input type="text" value="Enter Mobile Number"/> |
| Email * <input type="text" value="Enter Email"/> | Address * <input type="text" value="Enter Address"/> <small>250 Characters Remaining</small> | Captcha: * zFJUK7  <input type="text" value="Enter Captcha"/> |

Terms & Conditions: Candidates are advised to go through the detailed notification and check the eligibility before applying. [Click here](#) to read detailed notification

I accept Terms & Conditions




Click Here to Register



- Enter all the required details (Name, Date of Birth, Father Name, Gender, Marital Status, Mobile Number, Email and Address) and click on “Register” button, then OTP will be sent to your Mobile number which was entered in the registration form.



Registration

| | | |
|----------------------|--------------------------|---|
| Name * | Date of Birth * | Father/Guardian Name * |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Gender * | MaritalStatus* | Mobile Number * |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Email * | Address * | Captcha: * |
| <input type="text"/> | <input type="text"/> | jR83yR  <input type="text"/> |
| | 220 Characters Remaining | |

OTP Sent Successfully

Enter your OTP within 00:38

Terms & Conditions: Candidates are advised to go through the detailed notification and check the eligibility before applying. [Click here to read detailed notification](#)

I accept Terms & Conditions

Enter OTP *

Submit



➤ After submitting the OTP your one time registration will be successful.

231 Characters Remaining

OTP Sent Successfully

Enter your OTP within 00:41

Terms & Conditions: Candidates are advised to go through the detailed notification and check the eligibility before applying. [Click here to read detailed notification](#)

success

Successfully Registered

OK

Quick Links

- » Downloads
- » Internal Services
- » Building Penalization Scheme (BPS)
- » Development Permission Management System (DPMS)
- » My Brick-My Amaravati
- » Status of Receipt/Letter in eOffice
- » Municipal Administration & Urban Development
- » AP eProcurement Portal
- » Government Orders
- » Government e-Marketplace

in Touch

ice Address

adesh Capital Region Development Authority

Lenin Center, Beside Apsara Theatre,
Governorpet, Vijayawada-520002.
Phone : 0866 - 2527110



➤ **Login with your Registered Mobile Number:** Enter your Registered Mobile Number and captcha than Click on “**Login**” Button.



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CRDA Employment Notification No-02/2024

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*Call time: 10:00AM to 5:00PM on all Working Days

| | |
|---------------------------------------|--|
| For Technical Issues | 9493974520 |
| For Recruitment Related Issues | recruitment@apcrda.org |

Login Here

Enter Your Registered Mobile Number

Enter Phone Number

brKZ7M



Enter Captcha

Login

[Click Here to Login](#)

[Click here](#) For Registration




- Then OTP will be sent to your Registered Mobile Number as SMS, Enter the receive an OTP and Click on “**Submit**” Button
 - If OTP not received, then click on “**Resend OTP**” Link.

| CRDA Employment Notification No-02/2024 | |
|---|----------------------------|
| Notification | Click Here |
| Application Start Date | 01/08/2024 12:00 AM |
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| Help Desk | |
|---|--|
| *Call time: 10:00AM to 5:00PM on all Working Days | |
| For Technical Issues | 9493974520 |
| For Recruitment Related Issues | recruitment@apcrda.org |

Login Here

Enter Your Registered Mobile Number

brKZ7M 

OTP Sent Successfully

Enter your OTP within 00:48

[Resend OTP](#)



➤ After Successful Login, Online application Form shown as below



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HOME REPORT USER NAME: harish LOGOUT

Application Submission

Reference Number:* Name:* DOB:*

CRDAOAG7348910 harish 07/02/1990

Post Applied For:*

--Select--

Educational Qualifications:*

| Qualifying Examination (Course) | Name of the School/College/Institute | Name of the Board/University | Subjects/Specialization | Year of Passing | Action |
|---------------------------------|--------------------------------------|------------------------------|-------------------------|-----------------|--------|
| | | | | | Add |

Work Experience:*

Work Experience : (Begin with the latest Employment)
(Note:- After Filling One Record Please Click on Add Button for Next Record Addition)

| Name of the Organization & Address | Name of the Post Held | Period of Service (From) | Period of Service (To) | Nature of duties performed | Any Remarkable achievements during period | Reasons for leaving the Organization | Annual Gross Salary | Action |
|------------------------------------|-----------------------|--------------------------|------------------------|----------------------------|---|--------------------------------------|---------------------|--------|
| | | | | | | | | Add |

Photo:* Signature:* Resume:*

Choose File No file chosen Choose File No file chosen Choose File No file chosen

Accepted Photo formats: .jpg, .jpeg upto 1 MB. Accepted Photo formats: .jpg, .jpeg upto 1 MB. Accepts Pdf File Only Upto 10 MB.

Declaration:*

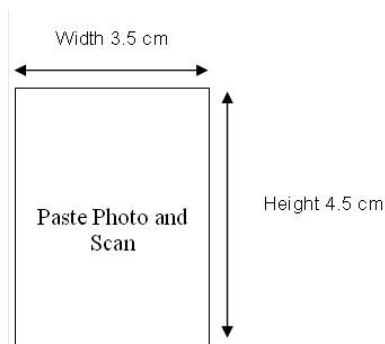
I hereby declare that all the particulars furnished in this application are true, correct and complete to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected, action can be initiated against me as per rules in vogue.

Submit



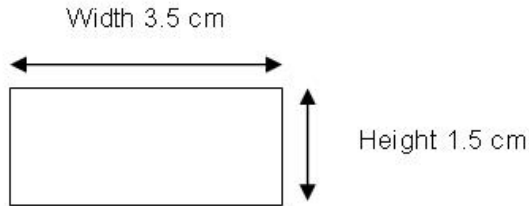
Application Form Field Names Description:

- **Post Applied for:** Select the post from the dropdown. then prescribed experience/Qualification, No of posts available, relevant post/equivalent cadre will be populated automatically for your information.
- **Educational Qualifications:** Enter your Educational Qualifications in the given table, and then click on “Add” button. You can add multiple Educational Qualifications by clicking “Add” button.
- **Work Experience:** Enter your Work Experience details in the given table format and then click on “Add” Button.
- **Photo:** Upload your Pass photo **(Accepted Photo formats: .jpg, .jpeg up to 1 MB and Preferred Size (3.5 x 4.5 cm))**





- **Signature:** Upload your scanned Signature (Sign on any white paper and (sign in BLACK INK only) Scan the required size containing signature. Please do not scan the complete page.) (Accepted Photo formats: .jpg, .jpeg up to 1 MB and Preferred Size (3.5 x 1.5 cm))



- **Resume:** Upload your Resume in PDF Format (Accepts PDF File Only Up to 10 MB.)
- After entered all the required fields then click on “Submit” button, then your application will be submitted successfully.

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ఆంధ్రప్రదేశ్ రాజధాని ప్రాంత అభివృద్ధి ప్రాధికార సంస్థ

HOME REPORT USER NAME: srinu LOGOUT

Reference Number:*
CRDAOA073489470

Post Applied For:*
--Select--

Educational Qualifications:*

| Qualifying Examination (Course) | Name of the School/College/Institute | Name of the Board/University | Subjects/Specialization | Year of Passing | Action |
|---------------------------------|--------------------------------------|------------------------------|-------------------------|-----------------|--------|
| | | | | | Add |



- After submitting application, click on “REPORT” button to view the Submitted Applications details.

Login | తెలుగు



ANDHRA PRADESH CAPITAL REGION DEVELOPMENT AUTHORITY

ఆంధ్రప్రదేశ్ రాజధాని ప్రాంత అభివృద్ధి ప్రాధికార సంస్థ

HOME

REPORT

USER NAME: harish

LOGOUT

Click here To view Application details

Report

Show 10 entries

Search: Search Records

| UserID | Name | EmailID | Address | ReferenceID | PostAppliedFor | Resume Download |
|------------|------------|------------|------------|-------------|----------------|-----------------|
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | |

Showing 1 to 1 of 1 entries

Previous 1 Next



➤ Click on the Reference ID to print your Application in the following print format.

| <p style="text-align: center;">GOVERNMENT OF AP, DEPARTMENT OF MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT ANDHRA PRADESH CAPITAL REGION DEVELOPMENT AUTHORITY (APCRDA) CRDA Employment Notification No.-02/2024</p> | | | | | | | | |
|--|--|--|---------------------------------------|-------------------------------------|--------------------------------------|---|--------------------------------------|----------|
| Candidate Id | XXXXXXXXXXXX | Applied On | XXXXXXXXXXXX | Printing Time | 2024-02-09 09:06:13 PM | | | |
| PERSONAL DETAILS | | | | | | | | PHOTO |
| Name of the Applicant | XXXXXX | Phone No | XXXXXXX | DOB(dd/mm/yyyy) | XXXX/XX/XXXX | | | |
| Father or Gaurdian | XXXXXX | Gender | XXXXXX | Marital Status | XXXXXX | | | |
| Email | XXXXX@gmail.com | | | | | | | |
| Address | XX | | | | | | | |
| EDUCATIONAL QUALIFICATIONS | | | | | | | | |
| S.No | Qualifying Examination | Name Of School Or College Or Institute | Name Of Board Or University | Subjects Or Specialization | Year Of Passing | | | |
| 1 | XXXXX | XXXXX | XXXXXX | XXXXXX | XXXX | | | |
| 2 | XXXXX | XXXXX | XXXXXX | XXXXXX | XXXX | | | |
| Work Experience | | | | | | | | |
| S.No | Name Of The Organization | Name Of Post Held | Period Of Service (From) (dd/mm/yyyy) | Period Of Service (To) (dd/mm/yyyy) | Nature Of Duties Performed | Any Remarkable Achievements During Period | Reasons For Leaving The Organization | An Gr Sa |
| 1 | XXXXXXXXXX | XXXXXXXXXX | XXXX/XXXX | XXXX/XXXX | XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX | XXXX | XXXXXXXXXX | 5000 |
| 2 | XXXXXX | XXXXXX | XXXX/XXXX | XXXX/XXXX | XXXXXXXXXX | XXXX | XXXXXX | 2000 |
| APPLICATION DETAILS | | | | | | | | |
| Post Applied For | | | | Compliance Officer | | | | |
| Resume | | | | Uploaded | | | | |
| <p>I hereby declare that all information furnished by me in this application is true and correct. I undertake to produce the original documents at any moment, failing which my candidature may be canceled. I am fully aware that furnishing false information would lead to criminal prosecution and any matter on the date of recruitment leading to my candidature stands to be rejected. I am also responsible if any wrong entries are made by me in the application form.</p> | | | | | | | | |
| | | | | | | | | |