



# **User Manual For Online Registration**



# Regional Centre for Urban and Environmental Studies

Ministry of Housing and Urban Affairs, Government of India, OU Campus, Hyderabad


## Introduction

Applications are invited online for recruitment to the Vacancies in Urban Local Bodies of Telangana State for Post of State Nodal Officer, Veterinary Doctor and Para-Medical Assistant.

This User Manual helps the prospective candidates to know the online procedure step-by step.

## Online Registration Process

- Open the website <http://www.onlinercues.in/> following home page will display.
- For new Registrations click on "Apply Online". You will be navigate to the next page




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Welcome to RCUES




RCUES has been identified as a premier institution in research and training in the field of urban, housing and environmental studies, sponsored by ministry of housing and urban affairs, government of india. the centre also provides logistic support in recruitment to the urban local bodies in municipal administration at state and national levels. Rcues has achieved excellence in fulfilling the above objectives. the states of telangana, andhra pradesh, karnataka, tamil nadu, kerala, meghalaya, nagaland and union territory of puducherry and andaman and nicobar island are under its jurisdiction and has been providing training to the ulbs officials.

The institution was established in the year 1969 and is located in the sprawling and environment friendly prestigious campus of osmania university, hyderabad.


VACANCIES IN URBAN LOCAL BODIES OF TELANGANA STATE FOR POST OF STATE



Apply Online




User Guide



Login




Notifications




Merit List




RCUES



Posts and Qualifications



Important Dates & Links



Provisional List


**Note**

► Vacancies in Urban Local Bodies of Telangana State for Post of State Nodal Officer, Veterinary Doctor and Para-medical Assistant

► For any Technical issues related to online submission candidate may contact 9550999166 (From: 10.30 a.m. to 1.00 p.m. & 1.30 p.m. to 5.00 p.m. on all working days) or by email at [vdts.rcues@gmail.com](mailto:vdts.rcues@gmail.com)

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Step 1  
Create Login

Step 2  
Registration&Payment

Step 3  
Upload Photo&Signature

Step 4  
Upload Documents

Step 5  
Application Form

[Already Registered? Click here >](#)

**Steps for Registration**

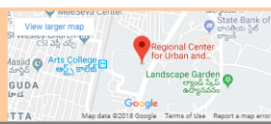
1. Create Login
2. Registration & Payment
3. Upload Photo & Signature
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☐ I have read all the instructions and the eligibility criteria carefully.  
**Note:** Please select the above checkbox to proceed.

[Proceed >](#)

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- Read the instructions and eligibilities carefully
- If you are already registered click on “Already Registered? Click Here” link
- Select check box and click on "Proceed" button

## Step - 1 : CREATE LOGIN

Applicant can create logins by providing their own login name and password

- Choose your own password
- Click on Registration button

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**Create Login**

Login ID\*

Login ID

Password\*

Password

Confirm Password\*

Confirm Password


Phone Number\*

Phone Number

Email ID\*

Email ID

Enter Captcha\*




Captcha

[Registration >](#)

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## Step - 2 : REGISTRATION & PAYMENT

The eligible applicant can select the post and proceed for online payment through Credit Card/Debit Card/Net Banking.

- Enter the Date of birth as per SSC/10th class certificate
- Enter the Candidate name, Father name as per SSC/10<sup>th</sup> class Certificate
- Select Eligible post and Read the instructions displayed below the post name
- Pay the Registration amount through Credit Card/Debit Card/Net Banking
- Registration amount is non-transferable and non-refundable
- After payment is done, **Payment Transaction ID** will be generated and sent to your registered e-Mail ID & Mobile no.

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Step 1

Step 2

Step 3

Step 4

Step 5

Create LoginRegistration&PaymentUpload Photo&SignatureUpload DocumentsApplication Form

### Registration

Candidate Name\*

Father Name\*

Mother Name\*

Gender\*☐ Male ☐ Female ☐ Transgender

Date of Birth\*

--Day-- --Month-- --Year--

Category\*

Select Category

Select Post\*


☐ State Nodal Officer ☐ Veterinary Doctor ☐ Para-Medical Assistant

**Note** :-The applicant should be willing to work in ULBs of Telangana State.

Amount :- Rs.500/-

Proceed to Pay »

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## Step - 3 : UPLOAD PHOTO & SIGNATURE

- Applicant should upload scanned copy of his/her Passport size photo and signature.



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### Upload Photo & Signature

Applicant should upload scanned copy of his/her Passport size photograph and signature(Size of the photo and signature should be less than 2 MB)

Upload Photo\*

Choose File

No file chosen

Upload Signature\*

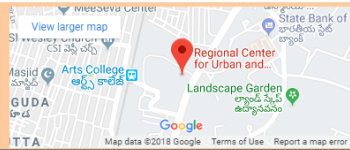
Choose File

No file chosen

Continue »

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## Step - 4 : UPLOAD REQUIRED CERTIFICATES

- Applicant should upload scanned copy of his/her required Certificates/Documents



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### Upload Documents

Applicant should upload scanned copy of his/her Certificates (Size of the certificates should be less than 2 MB)

SSC Certificate

Choose File

No file chosen

B.V.Sc Certificate

Choose File

No file chosen

Experience Certificate

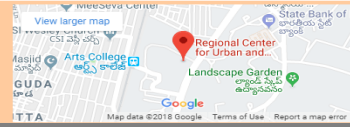
Choose File

No file chosen

Continue »

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## Step - 5 : APPLICATION FORM SUBMISSION

### PROCEDURE TO SUBMIT ONLINE APPLICATION FORM

- Applicant should fill the remaining details and submit.


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### Application Form

**Personal Details :-**

Candidate Name\*

Date of Birth\*

Category\*

Father Name\*

Email ID\*

**Educational Qualifications :-**

10<sup>th</sup> Class\*

Technical Qualification\*

**Experience :-**

Experience(Optional)	Name of Organization	Number of Years	Designation
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Address :-**

**Address for Correspondence**

House Number\*

Street / Locality / Village\*

Mandal / Town / City\*

District\*

Pin Code\*

Alternate Mobile Number\*


Aadhar Number(Optional)

Login ID\*

Gender\* ☒ Male ☐ Female ☐ Transgender

Mother Name\*

Mobile Number\*



**Communication Address**

☐ Same as Correspondence Address

House Number\*

Street / Locality / Village\*

Mandal / Town / City\*

District\*

Pin Code\*

Once information is submitted, it will be considered as final

☐ **Declaration :** All the information submitted by me are true to my knowledge, if any information found to be false in future, I shall be responsible for the decision taken by RCUES.

[< Preview](#)
[Submit >](#)

**TECH SUPPORT**

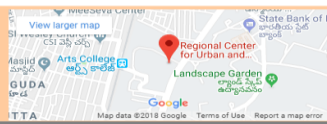
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