

PRL. DISTRICT & SESSIONS COURT, PRAKASAM AT ONGOLE

NOTIFICATION

DATED 12-02-2024.

ONLY FROM RETIRED STAFF OF JUDICIAL DEPARTMENT

Applications are invited from the eligible retired persons up to 5.00 PM on 25-02-2025 for appointment to the posts mentioned below, on contract basis, to work in III-Addl. District and Sessions Court (FTC) at Ongole and VI-Addl. District & Sessions Court at Markapur, as per G.O.Ms. No.38 Law (LA& J. Courts-C) Department dt : 27-03-2001.

1)III-Addl. District & Sessions Court(FTC) at Ongole:-

Sl.No.	Name of the Post	No. of Posts	Pay particulars
1.	Head Clerk	One (01)	Consolidated pay
2.	Junior Assistant-cum-Typist	One(01)	
3.	Stenographer	One (01)	
4	Attender	One(1)	

2) VI-Addl. District & Sessions Court at Markapur:-

Sl.No	Name of the Post	No. of Posts	Pay particulars
1	Head Clerk	One (01)	Consolidated pay
2	Junior Assistant-cum-Typist	One (01)	
3	Personal Assistant (Steno-Typist)	One (01)	
4	Office Subordinate (Attender)	One(01)	

All the above posts should be filled up on contract basis only from the Retired Staff of Judicial Department and Consolidated pay will be paid as per existing G.Os from time to time.

If the applicants are intending to apply more than one posts, Separate applications shall submit to each post and each Court.

Eligibility:-

I) Educational/Technical Qualifications:-

- 1) Applicants must be Graduates and having Computer Knowledge for the posts of Sl. No.1 to 3 and retired from the Judicial Department.
- 2) Pass of 7th Class or Intermediate fail to the post of Office Subordinate(Attender) at Sl.No.4 and retired from Judicial Department
- 3) The employees who retired from the services of APJMSS while holding the post of Superintendent or Higher posts than the Superintendent in the Judicial Department should be eligible for the post of Head Clerk(at Sl.No.1)
- 4) The candidates applied for the post of Junior Assistant-cum-Typist , they should be retired from Services of APJMSS while holding the post of Junior Assistant/Typist or above in Judicial Department, with technical qualifications of Type Writing English Higher Grade and computer knowledge. Provided If no higher grade candidates are available Type Writing English lower grade will be considered (for Sl.No.2)
- 5) The candidates applied for the post of Stenographer/ Steno-Typist, they should be retired from Services of APJMSS while holding the post of Stenographer/ Personal Assistant with Degree qualification and pass in English Shorthand Higher Grade English Type Writing Higher Grad; If the candidates are not possessing Shorthand English Higher grade, Shorthand English Lower Grade candidates will be considered.

- 6) The employee who retired from Services of APJMSS while holding the post of Office Subordinate (Attender)/ Process Server, should be eligible for the post of Office Subordinate(Attender)

II) AGE:-



- 1) Must not have completed the age of 65 years.
- 2) Preference shall be given to the candidate(s) who has at least one year to complete 65 years of age as on the date of Notification.

III) METHOD OF RECRUITMENT:-

Oral Interview will be conducted to the applied Candidates, whose applications are found in order and also consider their past Service Record.

IV) GENERAL INSTRUCTIONS:-

- 1) The Candidates shall be physically and mentally in Fit condition to hold the Post.
- 2) The candidates who were retired from service on Voluntary Basis and Compulsory Retirement from services shall not be eligible for the posts.
- 3) The candidates should enclosed the Proceedings permitting them to retire from Service
- 4) The candidates should enclosed the certificate for age proof.
- 5) Applications received after due date and prior to this Notification will not be considered.
- 6) The appointed candidates shall be entitled consolidated pay as per the Government orders in vogue.
- 7) The Services of the appointed candidates are purely temporary and contract basis they can be liable to be terminated at any time without assigning any reasons for want of vacancy, either administrative (or) disciplinary grounds.
- 8) The Undersigned reserves right to cancel this notification at any point of time without assigning any reasons.
- 9) The Applications shall be addressed to Prl. District Judge, Prakasam District at Ongole.
- 10) This office is not responsible for any postal delays, delay caused by any other service like Courier or delay in delivery etc, and no correspondence will be entertain in any aspect.


PRL.DISTRICT JUDGE, PRAKASAM
AT ONGOLE 

To

- 1) All the Judicial Officers in the Prakasam District
(with a request to cause display of the Notification in their respective Notice Board)
- 2) All the Prl. District Judges in the State of Andhra Pradesh
(with a request to communicate the copy of Notification to respective Judicial Officers of your Unit for cause display of the Notification in their respective Notice Board)

Copy to:-

- 1) The Secretary, DLSA. Prakasam at Ongole, to cause affixture of the Notification in the Notice Board.
- 2) The System officer, Prakasam District with a direction to upload the Notification in the District Court's Official Website and also send Notification to all the Prl. District Judges in the State through official email.

Copy to be affixed on the Notice Board of Prl. District Court, Prakasam at Ongole.

Dis.No.	908
DATE:	12-2-25

APPLICATION FOR THE POST OF _____
IN THE COURT OF _____

1. Name (Full name with block letters) :
2. Father's Name :
3. Date of Birth :
4. Caste :

4. Present Address

5. Permanent Address :

6. Educational Qualifications :

7. Technical qualifications :

8. Whether the applicant has computer knowledge
8. Post held in APJMSS at the time of Retirement. :
9. Date of Retirement from Service :
10. Other information, if any, :

Station :

SIGNATURE OF THE APPLICANT

Date :

Encls:- (as per the applicability)

1. Attested copy of SSC Certificate (for age proof)
2. Attested copy Retirement permission proceedings.