



**PRL. DISTRICT COURT, KRISHNA, MACHILIPATNAM**  
**NOTIFICATION**

The **ELIGIBLE RETIRED JUDICIAL EMPLOYEES** are directed to appear before the Undersigned on 5.10.2024 at 3.00 PM for interview along with bio-data appended herewith for appointment to the post of Head Clerk on Contract Basis in **Fast Track Courts** functioning in Krishna District.

**No. of vacancies:**

Head Clerk : 02

**I. QUALIFICATIONS :**

Any retired person who held the post of Superintendent (Head Clerk) or its equivalent and above in A.P.J.M.S.S. and who is below 65 years of age, is eligible **for the post of Head Clerk.**

**II. DISQUALIFICATION:**

- i. Any employee who has taken voluntary retirement on the ground of Medical invalidation, retired on compulsory retirement from service, dismissed or removed from service, shall not be eligible.
- ii. Persons who have received any punishment for any misconduct in disciplinary proceedings while in service are not eligible for consideration.

**III. GENERAL INSTRUCTIONS:**

- i. The candidates shall be physically and mentally fit to hold the post.
- ii. The appointees shall enter into an agreement with the undersigned for a period of one year initially.
- iii. Consolidated monthly remuneration will be paid for the posts of Head Clerk as per the existing Rules.
- iv. Retired employees shall produce necessary certificates in proof of their age and service in the Department.
- v. The undersigned reserves right to cancel this Notification at any time without assigning any reasons.

Machilipatnam, Dis.No: 7842  
Dt: 06.09.2024. 06/09/24

  
PRINCIPAL DISTRICT JUDGE  
KRISHNA, MACHILIPATNAM

To:

- 1) All the Judicial Officers in Krishna District with a request to cause this notification affixed on their respective office notice boards.
- 2) The Notice Board of District Court, Krishna, Machilipatnam.

**BIO-DATA**  
**(FOR THE RETIRED JUDICIAL EMPLOYEES)**  
**(For the post of Head Clerk in FTCs)**

\* \* \*

Place provided to  
affix photograph  
duly attested by  
the Gazetted  
Officer

1.	Name of the applicant (in capital letters)	:	
2.	Father's Name/ Husband's Name	:	
3.	Date of birth	:	
4.	Age	:	
5.	Academic Qualifications:		
6.	Technical Qualifications		
7.	Address for communication:	:	
8.	Mobile Phone Number	:	
9.	Date of retirement	:	
10.	Designation as on the date of retirement	:	
11.	Whether imposed punishments, if any during the period of his/her service in Judicial Department.		

I solemnly declare that the above information furnished by me is true and correct to the best of my knowledge and belief and if any information found to be false in future, I will be liable for any action to be taken against me as per Rules.

Station:

**SIGNATURE OF THE APPLICANT**

Date :

**N.B.: Retired employees shall produce necessary certificates in proof of their age and service in the Department.**