

District Court,
Visakhapatnam,
Date: 22.06.2026.

NOTIFICATION

Applications are invited from the eligible retired Judicial Employees for appointment to the post of **Head Clerk** (on contract basis) in **Special Magistrate Court-V, Visakhapatnam**, (Established with the funds of 13th Finance Commission), on consolidated monthly remuneration of **Rs.44,570/-** only.

Note:

1. The Ministerial Officers who were retired as Superintendents (Category-3) and above are eligible for appointment as Head Clerk (on contract basis)
2. The ministerial officers who retired on attaining the age of superannuation and who have not attained the age of **sixty nine** years are eligible.
3. A person who has received any punishment for any misconduct in disciplinary proceedings while in service is not eligible for appointment to the post of Head Clerk (on contract basis)
4. The employees who were dismissed, removed, compulsorily retired or made to seek retirement are not eligible for re-employment.
5. A person of unsound mind or is deaf or mute or blind or suffering from leprosy or any other contagious diseases is not eligible for appointment to the post of Head Clerk.
6. Preference will be given to the local candidates i.e., persons living in Visakhapatnam District. If there are no suitable persons in the District, the appointing authority may take candidates from the other districts also.
7. Persons selected, has to produce a physical fitness certificate.
8. The re-employed employees shall be required to discharge their duties sincerely, courteously and honestly to the satisfaction of the Presiding Officers.
9. The services of the re-employed employees are liable to be terminated at any time without assigning any reasons and without any notice and the appointment is purely temporary and on ad-hoc basis.
10. On appointment, the appointees shall enter into an agreement with the District Judge upto 31.03.2027, subject to renewal for a further period from time to time at the discretion of the Hon'ble High Court.
11. The above notification is issued subject to receipt of orders from the Hon'ble High Court of A.P regarding further continuation of Special Magistrate Courts beyond 31.03.2026.

The applications in the prescribed enclosed proforma along with the following documents should reach this office **on or before 04-07-2026 by 5.00 p.m.**

1. Xerox copies of proof of date of birth and Educational qualifications (attested copies)
2. Proof of retirement as Judicial Ministerial Officer (Attested copy).

**PRINCIPAL DISTRICT JUDGE
VISAKHAPATNAM**

To

1. All the District & Sessions Judges in the State of Andhra Pradesh with a request to cause this notification affixed on their respective Notice Boards.
2. All the Judicial Officers in the District, with a request to cause this notification affixed on their respective Notice Boards.

Copy to:

Notice Board, District Court, Visakhapatnam.

Dis NO. 5614
22/6/2026