

NOTIFICATION

P.R NO: 561 -A/2026

Dt: 02.09.2026

Applications are invited from the eligible candidates (**retired employees of District Judiciary/Outside candidates**) for appointment to the **04 posts** of **Junior Assistant-cum-Typist (on contract basis)** in the following Fast Track Courts in Visakhapatnam District, on a consolidated monthly remuneration of **Rs.25,220/-** only as per existing Government Rules.

Sl.No	Name of the Court	No. of Posts
1	IV Addl. Civil Judge's Court (Senior Division)(FTC), Visakhapatnam	1
2	V Addl. Civil Judge's Court (Senior Division)(FTC), Visakhapatnam	1
3	X Addl. District Court (FTC), Anakapalli	1
4	Addl. Civil Judge's Court (Senior Division)(FTC), Anakapalli	1
Total		4

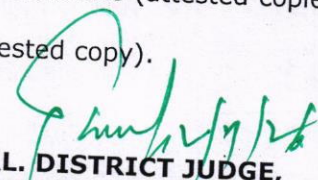
Note:

1. The ministerial staff who retired as Typists or Copyists or Junior Assistants who are proficient in typewriting and having requisite qualifications are eligible for appointment as Junior Assistant-cum-Typist.
2. The ministerial staff, who retired on attaining the age of superannuation and who have not attained the age of **sixty five** 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 Junior Assistant-cum-Typist.
4. The employees who were dismissed, removed, compulsorily retired or made to seek retirement are not eligible for re-employment.
5. **Outside Candidates must have passed Bachelor's Degree of any University in India established or incorporated by or under a Central Act, State Act or Provincial Act or an Institution recognized by the university Grants Commission or any equivalent qualification. Must have passed A.P.Govt Technical examination in English Typewriting by higher grade qualification or its equivalent examination. Must have knowledge or qualification in computer operation.**
6. **Age Limit:** The candidate must have completed the age of 18 years and must not have completed the age of 42 years. The age relaxation of maximum age limit in respect of SC/ST/& BCs is 5 years and 10 years in case of candidates of PBDs as per the existing Rules and G.Os issued from time to time.
7. 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 Junior Assistant-cum-Typist.
8. 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.

9. Persons selected, has to produce a physical fitness certificate.
10. The re-employed employees/outside candidates shall be required to discharge their duties sincerely, courteously and honestly to the satisfaction of the Presiding Officers.
11. The services of the re-employed employees/outside candidates 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.
12. On appointment, the appointees shall enter into an agreement with the District Judge initially for a period upto 31.03.2027, subject to renewal for a further period from time to time at the discretion of the Hon'ble High Court.

The applications along with the following documents should reach this office **on or before 19.09.2026 by 5.00 pm.**

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


**PRL. DISTRICT JUDGE,
VISAKHAPATNAM**

To

1. All the District & Sessions Judges in the State of A.P., 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.

LG 8218
215/26