

NOTIFICATION

Applications are invited from the eligible retired Judicial employees for appointment to the 01 post of Head Clerk (on contract basis) in Permanent Lok Adalat, Visakhapatnam, on a consolidated monthly remuneration as fixed by the Government of Andhra Pradesh vide G.O.Ms.No.12 Finance (HR.I.Plg. & Policy Department, dt.28-01-2019, or existing Government Rules.

Note:

1. The ministerial staff who retired as Superintendents in Category-3 and above is eligible for appointment as Head Clerk on contract basis.
2. The ministerial staff should have retired on attaining the age of superanation and must not have attained the age of Sixty five years.
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.
5. A person of unsound mind or is deaf or mute or being or suffering from leprosy or any other contagious deceases is not eligible for appointmnet to the post of Head Clerk (Contract).
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 als.
7. Persons selected, has to produce a physical fitness certificate.
8. The employee on contract shall be reaquired to discharge their duties sincerely, courteously and honestly to the satisfaction o the Presiding Officers.
9. The services of the employee on contract are liable to be terminated at any time without assisgning any reasons and without any notice and the appointment is purely temporary and on contract basis.
10. On appointment, the appointees shall enter into an agreement with the Chairman initially for a period of one year from the date of joining, subject to renewal for a further period from time to time as per rules till attaining the age of 65 years.
11. The undersigned reserves the right to cancel the notification without assisgning any reasons.

12. The entire process will be in accordance with the rules & regulations in terms of Legal Services Authorities Act and Rules & GO's issued there under.
13. Process of selection will be by way of interview and examining the Service Registers of the applicants.
14. No TA & DA for attending interview will be paid.
15. Calling for interviews does not confer any right to claim selection or appointment.

The applicants/bio-datas along with the copies of the following documents should reach the office at Permanent Lok Adalat on or before 18/9/26 by 5.00 p.m., Applications received after due date will not be considered under any circumstances.


CHAIRMAN,
DISTRICT LEGAL SERVICES AUTHORITY-
CUM-PRINCIPAL DISTRICT JUDGE,
VISAKHAPATNAM.

Applicants shall enclose :

1. Self attested copies of proof of date of birth and educational and Technical qualification.
2. Proof of retirement as Judicial Ministerial staff in the capacity of superintendent.
3. Other relevant Certificates (attested copies)
4. Undertaking to abide by all conditions of selection process and appointment.

To :

- 1) All the District & Sessions Judges in the State, 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 :

1. Notice Board, District Court, Visakhapatnam.
2. Notice Board, District Legal Services Authority, Visakhapatnam.
3. Notice Board, Permanent Lok Adalat, Visakhapatnam.

Dis No 2414 , dt. 08-09-2026