

**PRINCIPAL DISTRICT COURT, EAST GODAVARI AT
RAJAMAHENDRAVARAM.**

**NOTIFICATION CALLING FOR APPLICATIONS FOR THE POST OF
HEAD-CLERK ON CONTRACT BASIS IN THE V ADDITIONAL DISTRICT
COURT (PERMANENT FAST TRACK COURT), RAJAMAHENDRAVARAM
FROM THE RETIRED CHIEF ADMINISTRATIVE OFFICERS /
SUPERINTENDENTS OF ANDHRA PRADESH JUDICIAL MINISTERIAL
AND SUBORDINATE SERVICES**

DATED 12.10.2026

Sub:- FAST TRACK COURTS – Applications invited for the post of Head-Clerk on contract basis in the V Additional District Court (Fast Track Court), Rajamahendravaram in the East Godavari District Judiciary – Notification – Issued.

Read:- 1) G.O.Ms.No.38, Law(LA&J Home Courts-C) Dept., dt.27-03-2001
2) G.O.Rt.No.87, Finance (SMPC-I) Department, dt.30.03.2013.
3) Hon'ble High Court's letter Roc.No.51/E1/2023, Dt.19.08.2023.
4) District Court proceedings in Dis.No.10024, dt.09.10.2026.

Applications are hereby invited from the Retired Chief Administrative Officers/Superintendents to fill up the post of Head-Clerk on contract basis in the V Additional District Court, Rajamahendravaram (Fast Track Court continued on permanent basis vide G.O. 2nd read above) in the Unit of East Godavari.

The applications should be in prescribed proforma appended hereto, to be submitted directly to the District Court, Rajamahendravaram **on or before 27.10.2026 up to 5.00 P.M.**

NB: The Appointment of retired Judicial Employees is subject to the following conditions:

1. Only Persons who have retired as Chief Administrative Officers / Superintendents of A.P. Judicial Ministerial Service will be considered for the post of Head-clerk.
2. Ministerial officers who have retired on attaining the age of superannuation, who are under 65 years of age, and who have a sufficient remaining period of service to work until attaining the age of 65.
3. Ministerial officers having satisfactory record of service.
4. As per G.O. 4th cited and subsequent orders thereto vide G.O.Ms.No.5 Finance (HR.I-Plg. & Policy) Department, Dt.17.01.2022, the minimum time scale of the post is Rs.44,570/-.

5. The candidates have to produce medical fitness certificate and should be physically and mentally fit to hold the post. The term of re-employment will be determined from time to time.
6. The employees who were dismissed, removed, compulsorily retired or made to seek retirement on medical grounds are not eligible for re-employment.
7. The employees who are re-employed shall be entitled to such consolidated remuneration as may be determined from time to time by the Government/Hon'ble High Court.
8. The re-employed 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. The appointment is purely temporary and on contract basis.
10. On appointment, the appointees shall enter into an agreement with the concerned unit head initially for a period of one year, subject to renewal for a further period from time to time at the discretion of the unit head.
11. The applicants should submit their service certificates.

// t.c.f.b.o.//


Chief Administrative Officer

Sd/- Junaid Ahmed Moulana
PRINCIPAL DISTRICT JUDGE

Dis No.10077
Dt.12.10.2026

To

1. All the Judicial Officers in the unit of District Judge, East Godavari with request to down load the notification from East Godavari e-Courts website and display the same in their respective notice board.
2. Copy to the Notice Board, Principal District Court, Rajamahendravaram.
3. The System Officer (In-charge), Principal District Court, Rajamahendravaram with an instruction to upload the Notification in e-Courts website <https://eastgodavari.dcourts.gov.in/>

APPLICATION FORM

APPLICATION FOR THE POST OF HEAD-CLERK ON CONTRACT BASIS
V ADDITIONAL DISTRICT COURT (FTC), RAJAMAHENDRAVARAM FROM THE
RETIRED CHIEF ADMINISTRATIVE OFFICER / SUPERINTENDENT IN A.P.
JUDICIAL MINISTERIAL AND SUBORDINATE SERVICE

Affix Recent
Passport size
photo

1	Name of the Applicant (In block letters)	:	
2	Name of Father/Husband's	:	
3	Full Address of the Applicant	:	
4	Mobile No.	:	
5	Date of Birth	:	
6	Age as on 30.09.2026	:	
7	Caste & Community	:	
8	Educational Qualifications	:	
9	Technical Qualifications	:	
10	Particulars of previous service held in Judicial Department with Stations and periods	:	
11	Date of retirement from service with copy of Proceedings	:	
12	Details of punishments, if any imposed	:	

I, _____ hereby solemnly declare that the particulars furnished above are true to the best of my knowledge and belief and any untrue averment will disqualify me from holding any appointment in the Department.

Station:

Dated:

Signature of the Candidate
with date.

(* Strike off if not applicable)

To

The Principal District & Sessions Judge, East Godavari at
Rajamahendravaram-533 104.