



DISTRICT LEGAL SERVICES AUTHORITY, MAHABUBNAGAR
NOTIFICATION NO.01/2026 DATED: 07/09/2026

Dis.No. 1772 /DLSA/MBNR/2026

1. Applications are invited for direct recruitment to the following posts in the District Legal Services Authority, Mahabubnagar Unit.
2. Application shall be in the prescribed proforma and to be sent to the following address by Registered Post/Courier only from 09/09/2026 to 30/09/2026 up to 5.00 p.m. NO APPLICATION SHALL BE RECEIVED DIRECTLY. The application COVER shall contain Application for the POST OF **JUNIOR ASSISTANT AND TYPIST-CUM-ASSISTANT**.
3. Applications shall be addressed to the CHAIRMAN, DISTRICT LEGAL SERVICES AUTHORITY, NYAYA SEVA SADAN, DISTRICT COURT PREMISES, MAHABUBNAGAR.
4. The detailed Examination Schedule will be posted in the District Courts website (i.e., e-courts) and the applicants are required to visit the official website of the District Courts Website to keep them updated on all the steps/results until the completion of the recruitment.

Schedule

DETAILS	DATES
Date of Publication of the Notification	07.09.2026
Starting Date for submission of application	09.09.2026
Closing Date for Submission of Application	30.09.2026
Date and Time of Examination will be intimated later	

5. VACANCY POSITION:

Junior Assistant.

Class / Category	Number of posts
General	1
TOTAL	1

Typist-Cum-Assistant

Class / Category	Number of posts
General	1
TOTAL	1

6 Note:

The Chairman, District Legal Services Authority, Mahabubnagar, reserves the right to cancel the notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.

7 . EDUCATIONAL QUALIFICATION PRESCRIBED:

JUNIOR ASSISTANT:

- a. Must have passed Degree in Arts or Science or Commerce or Law of a University in India established or incorporated by or under a central Act, Provisional Act or a State Act or from any Institution recognized by the University Grants Commission or any other degree equivalent to such qualification.
- b. Must have knowledge or qualification in computer operation.
- c. The candidates who have higher than the prescribed academic qualifications, if any, shall submit the concerned certificates at the time of verification of original certificates.
- d. The candidates shall possess the aforesaid educational qualifications as on the date of this notification.

TYPIST CUM ASSISTANT:

- a) Must have passed Degree in Arts or Science or Commerce or Law of a University in India established or incorporated by or under a central Act, Provisional Act or a State Act or from any Institution recognized by the University Grants Commission or any other degree equivalent to such qualification.
- b) Must have passed the Government Technical Examination in Typewriting in Higher Grade in English (with a speed of 45 w.p.m.), if not available Typewriting Higher Grade in English the Typewriting Lower Grade in English will be considered.
- c) Candidate, who has higher qualification than the prescribed academic and technical qualifications, if any, shall submit the concerned certificate at the time of verification of original certificates.
- d) Must have knowledge or qualification in computer operations.

8. LINGUISTIC QUALIFICATION:

- a. Candidates shall not be eligible for appointment if they do not possess adequate knowledge of the language or languages of the district in which they are to be appointed.
- b. Provided that where two or more languages are specified for a District and sufficient number of candidates who have adequate knowledge of all the languages are not available, candidates who have adequate knowledge of any one of the said languages according to the needs of the District will be selected and such candidates shall be eligible for appointment in that District.

9. AGE LIMIT:

- a. The individual must have completed the age of 18 years and must not have completed 44 years of age as on the 1st day of September, 2026
- b. The relaxation of maximum age limits in respect of SCs/STs/BCs/EWS or the Aboriginal Tribes in the Agency areas/BCs is 5 years. Differently-abled person shall be given age relaxation of 10 years.
- c. The relaxation of maximum age limit in respect of Ex-servicemen will be as per Rule 12 (1) (c) (i) of the Telangana State and Subordinate Rules.

10. METHOD OF RECRUITMENT:

JUNIOR ASSISTANT

- a) The selection process for the post of **Junior Assistant** will be the OMR-based examination, the examination will be the standard consistent with the minimum educational qualifications prescribed in the notification. The OMR-based examination will consist of objective-type multiple-choice questions for 80 marks, (40 marks General Knowledge and 40 marks General English), Duration of the Written examination will be 90 minutes and oral interview (viva-voce) will be for 20 marks.
- b) After scrutiny the applications which are not in order will be rejected and the applications which are found to be in order will be accepted for OMR based examination.
- c) OMR based question paper will be in English language only.
- d) The minimum qualifying marks to be secured by the candidates in the OMR examination shall be 40% for OC and EWS candidate, 35% for Backward Classes and 30% for Scheduled castes and Scheduled Tribes. Unless the candidate secures these minimum marks in the examination, he/she shall not qualify to appear for the oral interview (20 marks).
- e) The candidates qualified in the examination will be shortlisted in the ratio 1:3 of the notified/available vacancies for certificate verification prior to the oral interview (Viva-voce) and the candidates who are eligible will be called for oral interview from the said ratio.

TYPIST-CUM-ASSISTANT

- a) The selection process for the post of **Typist-cum-Assistant** will be OMR based examination, the examination will be the standard consistent with the minimum educational qualification prescribed in the Notification. The question paper of the OMR based examination will be objective type with multiple choice answers for 40 marks (20 marks General Knowledge and 20 marks General English), Duration of the written examination will be 45 minutes.
- b) After scrutiny the applications which are not in order will be rejected and the applications which are found to be in order will be accepted for OMR based examination.
- c) The list of candidates who qualified in the OMR based examination will be placed in the District Court's website, Mahabubnagar and they are required to appear in the Skill Test and the date will be intimated through website. The English Typewriting test (Skill test) will be 10 minutes (with a speed of 45 w.p.m) for 40 marks, and Oral interview (viva-voce) will be for 20 marks.

- d) The minimum qualifying marks to be secured by the candidates in the OMR examination and typewriting examination shall be 40% for OC and EWS candidates, 35% for Backward Classes and 30% for Scheduled castes and Scheduled Tribes for each of these examinations. Unless the candidate secures these minimum marks in both the examinations, he/she shall not qualify to appear for the oral interview (20 marks).
- e) The candidates qualified in the examination will be shortlisted in the ratio of 1:3 of the notified/available vacancies for certificate verification prior to the oral interview (Viva-voce) and the candidates who are eligible will be called for oral interview from the said ratio.
- f) No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
 - i. That he/she is of sound health and active habits free from any bodily defects or infirmities rendering him/her unfit for the service.
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

11. EXAMINATION FEE:

- a. The applicants who belong to OC and BC categories have to pay an amount of Rs.800/- (Rupees Eight hundred only), excluding applicable service charges, towards examination fee, whereas the SC, ST category candidates have to pay an amount of Rs.400/- (Rupees Four hundred only).
- b. The Application/Examination Fee is to be paid in the shape of Demand Draft only in the Name of **"The Secretary, District Legal Services Authority, Mahabubnagar"** payable at Mahabubnagar.
- c. The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason or the recruitment notification is cancelled for any reason.

12. MERIT LIST:

- a. Merit list will be based on the consolidated marks obtained by the candidates in the OMR based examination and the viva-'Voce/oral interview.
- b. Where two or more candidates get equal number of consolidated marks in the said Examination and oral interview, the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the prescribed educational qualification would be considered.

13. COPIES OF DOCUMENTS ATTESTED BY GAZETTED OFFICER TO BE SUBMITTED ALONG WITH APPLICATION

- a. Original certificates of prescribed academic qualifications, such as, marks *lists*, pass certificates, certificate evidencing date of birth, community certificate issued by the competent authority in case of SCs., STs., and BCs. And Certificate in respect of Local/Non-local.
- b. The certificate in respect of BCs, shall show specifically the classification of the group.
- c. Two sets of Photostat copies of certificates duly attested by the Gazetted Officer are to be submitted at the time of verification of the certificates.
- d. The Other Backward Class (OBC) Certificates will not be considered.
- e. No-objection Certificate from Employer (if employed anywhere).
- f. A self addressed long envelope duly stamped with a postage of **Rs.74/-**
- g. Three recent Passport size colour Photographs of the candidate shall be affixed as under:
 - i) One to be affixed on application form duly Attested by gazetted Officer.
 - ii) One to be affixed on the Original Hall ticket.
 - iii) One to be affixed on the duplicate Hall ticket.
- h) After publication of the list of provisionally selected candidates, they will be called for original certificate verification on a date fixed for this purpose. They shall produce all the relevant original certificates on the prescribed date. If any candidate fails to produce any of the required certificates, his/her candidature will be rejected without any further correspondence.

14. GENERAL INSTRUCTIONS:

- a) The particulars furnished by the applicant in the application form submitted to the DLSA will be taken as final. Candidates should, therefore, be very careful in filling the application.
- b) No T.A. and D.A. will be paid to the candidates who appear for the Examination or for verification of original certificates or for the Viva-voce.
- c) Mere applying and mere securing minimum qualifying marks in the Examination will not give any vested right to any candidate to be selected.

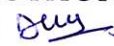
- d) All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall be liable to **be cancelled** if **any information** therein is found to be false **at any later** stage and the applicants are liable for prosecution for furnishing such false information.
- e) If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.
- f) Selection will be made as per the Service Rules of the Telangana State Legal Services Authority, Hyderabad And Telangana State & Subordinate Service rules 1996 (as amended from time to time).
- g) Candidates resorting to bring any influence of any kind will be summarily disqualified.
- h) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.
- i) No female candidate whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.
- j) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the post.
- k) This appointment shall be covered by the Contributory Pension Scheme (CPS).
- l) No information will be sent to the unsuccessful candidates after announcement of the list of provisionally selected candidates.
- m) The Chairman, District Legal Services Authority, Mahabubnagar, reserves the right either to increase, decrease the number of vacancies or cancel the notification, at any stage, without assigning any reason thereof.

- n) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificate of the provisionally selected candidates such as eligibility, education qualification, social status, and physical disability etc., are found to be incorrect at any stage of the recruitment.

IMPORTANT NOTE:

The date and place of Written examination will be intimated through the District Court Website (<http://ecourts.gov.in/> Mahabubnagar) and through the Hall tickets. In case of any postponement, the same will be intimated through the District Court's website only and no personal intimation will be given. Date of interview, to the candidates who are successful in written examination will be intimated through the District Court's Website. No personal information will be given.



PRL.DISTRICT SESSIONS JUDGE & CHAIRPERSON,
DISTRICT LEGAL SERVICES AUTHORITY,
MAHABUBNAGAR 

Place :Mahabubnagar.

To

1. All the Judicial Officers in the Unit of Mahabubnagar
2. The Collector & District Magistrate, Mahabubnagar
3. The District Employment Officer, Mahabubnagar
4. Notice Board, District Court & District Legal Services Authority, Mahabubnagar
5. District Social Welfare Officer, Mahabubnagar
6. The Officer In-charge of the Back Ward Class Welfare, Mahabubnagar
7. The Zilla Grandhalaya Samithi, Mahabubnagar
8. The District Public Relations Officer, with a request to publish the notification on the notice board attached to his office as well as the Information Centers located at various places in the District. This apart, the District Public Relations Officer should also be requested to release the list of the notification as a 'Press Release' to both print and electronic media.

Copy submitted to the Member Secretary, Telangana State Legal Services Authority, Hyderabad. (with covering letter).

DD. No.& Date:----- Drawee Bank & Branch-----

DISTRICT LEGAL SERVICES AUTHORITY, MAHABUBNAGAR

Notification No. 01/2026

Date: 07.09.2026

APPLICATION FORM

APPLIED FOR THE POST OF _____
(DIRECT RECRUITMENT)

Photo duly
attested by
the gazetted
officer.

1. NAME OF THE APPLICANT WITH SURNAME :
(in full with capital letters)

2. FATHER'S NAME/HUSBAND'S NAME :
(in capital letters)

3. A. DATE OF BIRTH (proof should be enclosed) :

B. Age as on 01.09.2026

Y	M	D

4. POSTAL ADDRESS :

5. NATIVE PLACE WITH DISTRICT :
(proof should be enclosed)

6. Community :

7. Whether Belongs to : PH VH HH Ex.SM
(Copy of Certificate to be enclosed)

8. Educational Qualifications: :

Examination passed	Name of the Board/University/School	Month & year of passing	Marks obtained	Total marks	% of marks
SSC/Matric					
*Intermediate/ Puc/10+2/ Polytechnic					
Degree					
Post-Graduate					
Technical Qualifications					
Other qualifications if any.					

**** Qualifying Examination Marks and Percentage is Compulsory.**

9. Technical Qualifications, If any :
10. Computer qualifications, if any :
11. Other Special skills :
12. Local Employment Exchange Registration :
Number with date of last renewal.
13. Previous experience, if any, :
14. Involved in any Criminal cases (if yes,
Give details thereof) :
15. Local/Non-Local :
(Attested copies of relevant certificates
Should be enclosed for proof)
16. Working in State/Central Government :
(if so, the particulars)

SIGNATURE OF THE CANDIDATE

DECLARATION

I hereby declare that all the entries/statements made in this application are true and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the examination/ interview/ appointment, action can be taken against me by the authority. I have read the provisions in the notification carefully and I hereby undertake to abide by them.

I further declare that I fulfill all the conditions of eligibility regarding the age limit/education qualifications etc., prescribed for appointment to the post to which I am applying.

Station:
Date:

SIGNATURE OF THE CANDIDATE

APPENDIX – I

CERTIFICATE OF RESIDENCE

(Vide sub clause (ii) of clause (a) of Para 7 of the Presidential Order)

It is hereby certified

a) That Sri/Smt./Kum/ -----S/o.,
W/o., D/o.-----
appeared for the first time for the Intermediate Examination in -----
(Month) ----- (Year);

b) That he/she has not studied in any educational institutions during the *
Whole/ a part of the 4 consecutive academic years ending with the academic
year in which he/she first appeared for the aforesaid examination;

c) That in the 4 years immediately preceding the commencement of the
aforesaid examination he/she resided in the following place/ places namely/

<u>VILLAGE</u>	<u>TALUK/MANDAL</u>	<u>DISTRICT</u>	<u>PERIOD</u>
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1.

2.

3.

4.

OFFICE SEAL

Officer of Revenue Department not below
The Rank of Tahsildar or Deputy Tahsildar
In independent charge of a Sub Taluk.

Station:

Date:

“Strike off “Whole”, “a part”, as the case may be.

APPENDIX – II

CERTIFICATE OF RESIDENCE

(Vide sub clause (b) of Para 7 of the Presidential Order)

It is hereby certified that Sri/Smt./Kum/ -----
-----S/o., W/o., D/o.-----

Has resided for a period of not less than 4 years immediately preceding the date of issue of this Certificate, in the following place/places/namely.

<u>VILLAGE</u>	<u>TALUK/MANDAL</u>	<u>DISTRICT</u>	<u>PERIOD</u>
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1.

2.

3.

4.

OFFICE SEAL

Officer of Revenue Department not below
the Rank of Tahsildar or Deputy Tahsildar
In independent charge of a Sub Taluk.

Station:

Date:

ORIGINALREGD. No.:

DISTRICT LEGAL SERVICES AUTHORITY : _____
WRITTEN TEST FOR THE POST OF _____
HALL TICKET-CUM-IDENTITY SHEET

DATE	TIME	NAME OF THE EXAMINATION CENTER
NAME AND FULL POSTAL ADDRESS OF THE CANDIDATE		Affix latest passport size photo duly attested by a Gazetted Officer
(to be filled by the Candidate)		
Signature of the Candidate		

SECRETARY
DISTRICT LEGAL SERVICES AUTHORITY,
MAHABUBNAGAR

DUPLICATE

DISTRICT LEGAL SERVICES AUTHORITY : _____
WRITTEN TEST FOR THE POST OF _____
HALL TICKET-CUM-IDENTITY SHEET

DATE	TIME	NAME OF THE EXAMINATION CENTER
(to be filled by the Candidate)		
NAME AND FULL POSTAL ADDRESS OF THE CANDIDATE		Affix latest passport size photo duly attested by the Gazetted Officer
(to be filled by the Candidate)		
Signature of the Candidate		

SECRETARY
DISTRICT LEGAL SERVICES AUTHORITY,
MAHABUBNAGAR.

INSTRUCTIONS TO THE CANDIDATES ON WRITTEN EXAMINATION

1. The candidates must note that his/her admission to the examination is more provisional. The mere fact that an Admission has been issued to him/her does not imply that his/her candidature has been finally cleared by the Institution or that the entries made by the candidate in his/her application have been accepted by the Institution as true and correct.
2. The question paper containing 80 questions. Each question carries one mark. Duration of Exam 90 minutes. No minus marks. Paper is of objective type. Four options A, B, C and D will be given for each question. Correct answer shall be fill the bubbles completely in OMR Sheet.
3. Use black or blue ball point pen for marking the circle. Ink pen, pencil or pens with colours are strictly prohibited.
4. Write your enrolment No. in appropriate places on the OMR Sheet.
5. Candidates should write the OMR sheet No.(as provided in the top corner of right side) in the attendance sheet before putting his/her signature.
6. Don't put the tick mark or a cross mark where it is specified that you fill the bubbles completely. Half filled or over filled bubbles will not be read by the software. Never Use pencils to mark your answers unless specified, in which case just stick to HB or 2B pencils only.
7. The candidates should go through the instructions given carefully
8. Candidates shall write their answer to each question at the relevant place single time only. Corrections will not be accepted and no mark will be given to the correct answer, if it is corrected.
9. The candidates should satisfy the Invigilator of his identity with reference to the signature and photographs.
10. The candidates should occupy their respective seats 15 minutes before the commencement of the examination and will not to be allowed after 10 minutes of the scheduled time. They should not leave the examination hall till expiry of duration. Loaning and interchanging of articles among the candidates is not permitted in the examination hall. Cell phones, Pagers, Calculators or any type of electronic devices are strictly prohibited in the examination hall.
11. The candidates are expected to behave in orderly and disciplined manner while writing the examination. If any candidate takes away Answer Sheet, the candidature will be rejected and in case of impersonation/ disorder/ rowdy/ behavior during Written Examination, necessary action will be initiated, apart from disqualifying appointment in future. Merit is the only criteria that decides the selections. Candidates trying to use unfair means shall be disqualified from the selection. No correspondence whatsoever will be entertained from the candidates. The candidature and conditions specified here are subject to latest rules/ orders come into force during the process of recruitment.

12. The Institution would be analyzing the responses of a candidate with other appeared candidates to detect patterns of similarity. If it is suspected that the responses have been shared and the scores obtained are not genuine/valid, the Institution reserves the right to cancel his/ her candidature and to invalidate in Answer Sheet.

13. Wherever Written Examination is held only those candidates who are totally blind and candidate whose writing speed is affected by CEREBRAL PALSY, can use the scribe at the Written Examination. In all such cases where a scribe is used, the following rules will apply.

(a) The scribe should be from an academic discipline other than that of the candidate and the academic qualification of the scribe should be one grade lower than the stipulated eligibility criteria.

(b) The candidate as well as the scribe will have to give a suitable undertaking confirming the rules applicable.

14. Candidates shall bring EXAMINATION PADS for written test.