

PRINCIPAL DISTRICT AND SESSIONS COURT, KHAMMAM

Dis No. **54/0**

Dated **04.12.2025**

NOTIFICATION

Applications in the prescribed format are invited from the eligible candidates up to 5.00 p.m. on **12.12.2025** to fill up the following posts (on contract basis) to work in Special Judicial Magistrate of Second Class Courts in Khammam District.

The applications shall be sent in a closed cover addressed to the **PRINCIPAL DISTRICT AND SESSIONS JUDGE, KHAMMAM** by way of Speed Post **(or)** Courier only.

Name of the post	Remuneration per month	Term of the post	Number of posts	Working days and timings
Court Assistant	Rs.5000/-	One (1) year	Four (4) Posts	The Courts are functioning for (05) days in a week i.e from Monday to Friday on working days between 7.30 a.m. and 10.30 a.m.
Court Attendant	Rs.3000/-	One (1) year	Four (4) Posts	

I. ELIGIBILITY:

- Must have passed Intermediate Examination or its equivalent examination for the post of Court Assistant. Must have passed 7th class examination for the post of Court Attendant.
- Any retired person who held any post i.e Assistant, Examiner, Typist, Copyist and above in the Judicial Department is eligible for appointment of Court Assistant. Any retired person who held the post of Attender, Process Server or in any post in the last grade service in the Judicial Department are eligible for appointment of Court Attendant.

II. AGE:

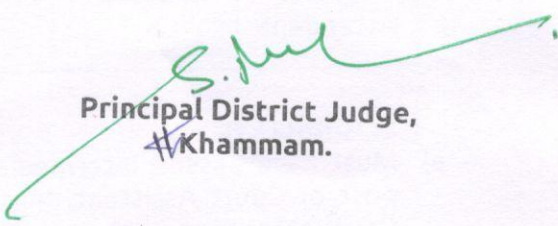
- As on 01.07.2025 the candidates must not have completed (34) years and must have completed (18) years. The relaxation of maximum age limit is 5 years in respect of SC/ST and BC candidates and 10 years in respect of physically handicapped and Ex-Service Men.
- Any retired Judicial employee who has at least one year to complete 65 years of age at the date fixed by the Court in the year of recruitment shall alone be eligible.

III. Attested copies of the documents to be enclosed to the application

- Certificates of Academic/ Technical qualifications.
- Certificate evidencing date of birth.
- Retired employees are to produce retirement proceedings.

IV. GENERAL INSTRUCTIONS:

1. Application to be submitted in the enclosed proforma and applications received in any other format will be summarily rejected.
2. In the event of more than 20 candidates applying for each vacancy such applications will be short listed on the basis of marks obtained in the qualifying examination and the candidates who are considered most suitable for appointment will be called
3. No. T.A. will be paid for candidate for journey performed in connection with recruitment.
4. Applications with insufficient information will be summarily rejected.
5. Applications, which do not contain necessary enclosures as detailed above will be rejected.
6. Applications **received after 5.00p.m. on the date prescribed above** will not be considered.
7. The office is not responsible for any postal delay, delay caused by any other service like courier or delay in delivery etc., and no correspondence will be entertained in any respect.
8. Candidate resorting to bring any influence of any kind will be summarily disqualified.
9. The appointing Authority reserves the right to cancel the notification without assigning any reason thereof.


Principal District Judge,
Khammam.

To

1. All the Prl. District Judges in Telangana State.
2. The District Collector, Khammam.
3. All the Judicial Officers working in the Unit of District Judge, Khammam
4. The Revenue Divisional Officer, Khammam.
5. The Mandal Revenue Officer, Khammam Urban.
6. The Notice Board, District Court, Khammam
7. The District System Administrator, Prl. District Court, Khammam **(with a direction to place the said notification in the official website of this Unit)**

To display the said Notification on the Notice Boards of their respective offices.

Copy submitted to:

The Registrar General, High Court for the State of Telangana, Hyderabad.

For favour of information

OFFICE OF THE PRINCIPAL DISTRICT AND SESSIONS JUDGE, KHAMMAM

Affix latest
passport size
photograph

Application for the post of: _____

1. Name of the Applicant :
(in capital letters)
2. Father's/Husband's name :
3. Date of Birth and age :
(as on 01.07.2025)
4. Designation and date of retirement :
(For retired Judicial Employees
(Proof should be enclosed)
5. Address for correspondence :
(with Mobile Number)
6. Community :
7. Educational Qualifications :
8. Technical Qualifications :
9. Previous experience, if any :
10. Local/Non Local :
11. List of certificates enclosed :
(only Xerox copies should be
enclosed)

DECLARATION

I, solemnly declare that the above information submitted by me is true to the best of my knowledge. If any information submitted by me is found to be false action may be taken against me.

Station :
Date :

Signature of the
Candidate/Applicant

OFFICE OF THE PRINCIPAL DISTRICT AND SESSIONS JUDGE, KHAMMAM

Affix latest
passport size
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(in capital letters)
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