

PRL.DISTRICT COURT: ANANTHAPURAMU

Dis.No. 132 /2025/Admn/Staff

Date 06.01.2025.

**NOTIFICATION FOR APPOINTMENT ON CONTRACT BASIS**  
**- in VI Addl.District Court, Gooty**  
**(ONLY FOR RETIRED JUDICIAL STAFF)**

Applications in prescribed proforma are invited from eligible candidates (**only Retired Judicial staff**) for appointment on **Contract basis** (on consolidated monthly remuneration) to the following posts in the Unit of the Prl. District Judge, Ananthapuramu, as per Rule 9 of A.P.State and Subordinate Service Rules, 1996 and in accordance with the instructions issued by Hon'ble High Court from time to time.

Sl.No.	Name of the Post	No. of Posts	Name of the Court
1)	Head Clerk	One (1)	VI Addl. District Court, Gooty
2)	Junior Assistant-cum-Typist	One (1)	
3)	Stenographer	One (1)	
4)	Office Subordinate (Attender)	One (1)	

**Consolidated remuneration (As per G.O.Ms.No.5, Finance (HR.I-Plg. & Policy) Department, dated 17.01.2022, r/w G.O.Ms.No.1, Finance (PC-TA) Department, dated 17.01.2022 (RPS-2022) – Minimum of Time Scale):**

- |                                  |   |                  |
|----------------------------------|---|------------------|
| 1) Head Clerk                    | - | Rs.44,570/- p.m. |
| 2) Junior Assistant-cum-Typist   | - | Rs.25,220/- p.m. |
| 3) Stenographer                  | - | Rs.34,580/- p.m. |
| 4) Office Subordinate (Attender) | - | Rs.20,000/- p.m. |

The said remuneration is subject to change as per the Government orders issued from time to time.

The period of contract/service will be **till 31.03.2026** to start with. The contract may be extended for further period, if necessary, subject to maximum **age limit of 65 years** of the contract employees.

The above posts are meant to be filled up **only with eligible retired employees of A.P.Judicial Ministerial and Subordinate Services**, as per the instructions of the Hon'ble High Court in letter ROC No.263/E1/2024 dated 27.12.2024. **Outsiders are not eligible.**

S. No.	Name of the post	Eligibility (for retired employees of A.P.J.M.S.S.)
1)	Head Clerk	a) Judicial Ministerial officers who retired as Head Clerks in Category-3 and above; b) Judicial Ministerial Officers who retired on attaining the age of superannuation and who have not attained the age of sixty five years; and c) Judicial Ministerial Officers having satisfactory record of service.
2)	Junior Assistant-cum-Typist	a) Judicial Ministerial officers who retired as Junior Assistants or Typist and above and possess qualification of pass in Typewriting English Higher or Lower; b) Judicial Ministerial officers who retired on attaining the age of superannuation and who have not attained the age of sixty five years; c) Judicial Ministerial officers having satisfactory record of service.
3)	Stenographer	a) Judicial Ministerial officers who retired as Stenographer (or Personal Assistant) and above and possess qualification of pass in Typewriting English Higher/Lower and Shorthand English Higher/Lower; b) Judicial Ministerial officers who retired on attaining the age of superannuation and who have not attained the age of sixty five years; c) Judicial Ministerial officers having satisfactory record of service.
4)	Office Subordinate (Attender)	a) Last Grade employees who retired on attaining the age of superannuation and who have not attained the age of sixty five years; b) Last Grade employees who have satisfactory record of service

- Nationality:** The candidate shall be an Indian national.
- Age:** Must have completed the age of 18 years and must not have attained the age of 65 years.
- Fitness:** The candidates should be physically and mentally fit to hold the post.
- The candidate should not be involved in any criminal cases.



**Method of recruitment:**

Interview of the standard consistent with the minimum general educational qualifications prescribed and nature of duties may be conducted, as may be decided by the undersigned.

**Last date for submission of applications:** 31-12 at 5.p.m.

**Mode of applying:**

Candidates seeking appointment to the above posts should send their applications only in the prescribed proforma addressed to **THE PRL.DISTRICT JUDGE, ANANTHAPURAMU** and should mention the name of the post applied for on the envelope cover. The applications must reach the above address by **5-00 P.M.** on or before the last date.

**Applications received after last date will not be entertained.**

**Attested copies of the following should be enclosed to the application:**

1. Certificates of Academic and Technical Qualifications and other certificates to prove their professional skills if any.
2. Certificate evidencing Date of Birth.
3. Proceedings of retirement and/or any other document in proof of service rendered in APJMSS (in case of retired employees).
4. Community Certificate in case of SC/ST/BC candidates.
5. Physical fitness certificate issued by competent authority.
6. Any other relevant certificates.
7. One recent passport size photograph of the applicant duly attested by the Gazetted Officer to be affixed at the top of application in the place specified.

**GENERAL INSTRUCTIONS:**

- (i) Applications are to be submitted in the proforma prescribed which is appended hereto and applications received in any other format will be summarily rejected.
- (ii) No T.A. or D.A. will be paid for the journey performed in connection with recruitment.
- (iii) Applications received after due date will not be accepted.
- (iv) Applications received prior to this notification will not be considered.
- (v) This office is not responsible for any postal delay, delay caused by any other service like courier or delay in delivery, etc.
- (vi) Selection will be made as per guidelines issued by the Hon'ble High Court of Andhra Pradesh and Rule 9 of A.P. State and Subordinate Service Rules, 1996.
- (vii) The appointing authority reserves the right to cancel the notification without assigning any reasons there for.
- (viii) The employees who were dismissed, removed, compulsorily retired or made to seek retirement are not eligible for re-employment.
- (ix) The postings and transfers of the employees re-employed shall be at the discretion of the undersigned as required and necessitated by administrative exigencies subject to overall supervision of Hon'ble High Court of Andhra Pradesh.
- (x) The appointed candidates shall be entitled to such consolidated remuneration as may be determined from time to time by the Government/Hon'ble High Court of Andhra Pradesh.
- (xi) The appointed candidates shall be required to discharge their duties sincerely, courteously and honestly to the satisfaction of the Presiding Officers.
- (xii) On appointment, the employees shall enter into an agreement with the Prl. District Judge, Ananthapuramu initially for a period till 31.03.2026 and may be renewed for a further period from time to time at the discretion of the Appointing Authority.
- (xiii) The agreement will be cancelled by the Appointing Authority and the contract services will be terminated, if the services of the appointee are not found satisfactory.
- (xiv) The agreement can be cancelled and contract services can be terminated by the Appointing Authority, without assigning any reason therefor.

  
PRL DISTRICT JUDGE,  
ANANTHAPURAMU.

To

- 1) All the Judicial Officers in the district to display on Notice Boards.
- 2) The Notice Board.
- 3) The Website of Prl. District Court, Ananthapuramu.
- 4) The District Employment Officer, Ananthapuramu.
- 5) The District Collector, Ananthapuramu, with a request to display it in the Notice boards of offices under his control.
- 6) The District Collector, Sri Sathya Sai District, Puttaparthi, with a request to display it in the Notice boards of offices under his control.
- 7) The Public Relations Officer, Ananthapuramu, with a request for publicity in Newspapers/media.

Copy to stock file.

**PRL. DISTRICT COURT: ANANTHAPURAMU**

(Notification Dis.No. \_\_\_\_\_ /2025/Admn/Staff Dated 06.01.2025

For appointment on CONTRACT BASIS –  
in VI Addl. District Court, Gooty)

Affix latest  
passport size  
Photograph duly  
attested by  
Gazetted Officer

APPLICATION FOR THE POST OF: \_\_\_\_\_

1. Name of the applicant, in full :  
(in capital letters)
2. a) Father's Name :  
b) Husband's Name :  
(In case of married woman)
3. Sex (Male / Female) :
4. Date of Birth and Age as on :  
01.07.2025 :  
(as per S.S.C. or other certificate,  
as the case may be)
5. Address for correspondence :
6. Mobile No. :
7. Permanent Address :
8. Whether belongs to OC, BC, :  
SC or ST (Specify the sub-group/caste)
9. Qualifications :  
(Both Academic and Technical)
10. Particulars of service, in case of :  
retired judicial staff
11. Previous Experience, if any, in case :  
of outsiders
12. Whether involved in any criminal :  
Cases. If so, furnish details

**DECLARATION**

I hereby declare that all the entries/statements made in the application are true, complete 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 selection, action can be taken against me by the authority.

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

STATION:

DATE :

SIGNATURE OF THE APPLICANT