

OFFICE OF THE PRINCIPAL DISTRICT JUDGE :: KURNOOL

NOTIFICATION No. 07 /2024

(Dis.No.4283/Estt./2024, Dt. 23.07.2024)

Application for the post of ::: **Head Clerk**
Name of the Court ::: **I Additional Senior Civil Judge's Court**
(Fast Track Court) Nandyal

Applications are invited in the proforma appended to this Notification for appointment to the Head Clerk post on contract basis in the I Additional Senior Civil Judge's Court (Fast Track Court) Nandyal, Kurnool Unit .

QUALIFICATIONS:

I. Any retired person who held the post of Head Clerk and the persons who retired in the corresponding or Higher categories of A.P. Judicial Ministerial Service Rules will be considered who is below 65 years of age are eligible

II. DISQUALIFICATIONS :

1. Any employee who has taken voluntary retirement on the ground of Medical invalidation, retired on compulsory retirement from service, dismissed or removed from service, shall not be eligible
2. Persons who have received any punishment for any misconduct in disciplinary proceedings while in service are not eligible for consideration.

III AGE :

1. Who is below 65 years of age are eligible

III. CERTIFICATES TO BE ENCLOSED TO THE APPLICATION:

1. Retirement Particulars
2. No disciplinary enquiries certificate

IV GENERAL INSTRUCTIONS :

1. The appointments in Fast Track Courts will be made on contract basis as per Rule 9 of A.P. State and Subordinate Service rules.
2. The candidates shall be physically and mentally fit to hold the post
3. The appointees shall enter into an agreement with the undersigned for a period of one year initially.
4. Consolidated monthly remuneration will be paid for the post of Head Clerk as per existing Rules.
5. The services of the outsiders and re employed employees are liable to be terminated at any time without assigning any reasons and without any notice and the appointment is purely temporary and on contract basis
6. Retired employees shall produce necessary certificates in proof of their age and service in the Department
7. Persons selected have to produce a physical fitness certificate and enter in to an agreement/contract with the District Court on such terms and conditions as the Appointing Authority deems fit, proper and necessary regarding the conditions of appointment and service and on all other required particulars.

- 8 Applications with insufficient information will be rejected.
- 9 No T.A. will be paid to the candidates for the journey performed in connection with recruitment
- 10 Applications which do not contain necessary enclosures as detailed above will be rejected and no correspondence will be entertained in this regard.
- 11 Applications received after the due date will not be accepted. Applications received prior to this Notification will not be considered.
- 12 This 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 aspect.
- 13 The undersigned reserves right to cancel this Notification at any time without assigning any reasons.
- 14 Applications shall be addressed to the "PRINCIPAL DISTRICT JUDGE", Kurnool.

Applications with latest passport size photo duly attested by Gazetted Officer on the application, to the District Judge, Kurnool with Bio-data particulars and attested copies of relevant certificates (one set) such as date of birth, Education qualifications, post held at the time of Retirement, Medical fitness and Mental alertness certificate etc., along with self addressed postal cover duly affixing Rs.40/- postal stamps worth, to inform the date of interview.

The last date for receipt of applications is 17 - 08 - 2024 at 05.00 p.m.

Any applications received after above date and time will summarily be rejected.

KURNOOL
DT. 23. 07.2024

PRINCIPAL DISTRICT JUDGE,
KURNOOL

- To:
1. The Presiding Officers of all Courts in the District, with a direction to cause display in the Notice Board of their respective Courts.
 2. All the Principal District Judges in the State of Andhra Pradesh, with a request to communicate to all the Judicial Officers working in their respective Units, for display in the Notice Boards of all courts.
 3. Notice Board of District Court, Kurnool.
 4. The System Officer, District court, Kurnool - to upload the Notification in the Official Website of the District court, Kurnool.
 5. Copy to the stock file.

Copy to ::

- 1) The Registrar General, Hon'ble High Court of A.P. for favour of information.
- 2) The Registrar (Recruitment), Hon'ble High Court of A.P. for favour of information.

Note: The applicants are informed to download the notification from the official web site of Kurnool District Court i.e., <https://districts.ecourts.gov.in /Kurnool>

PRINCIPAL DISTRICT COURT:: KURNOOL

NOTIFICATION NO. 07/2024

APPLICATION FOR THE POST OF HEAD CLERK IN I ADDITIONAL
SENIOR CIVIL JUDGE'S COURT (FAST TRACK COURT), NANDYAL

Affix latest passport
size photograph duly
attested by
Gazetted Officer.

1.	Name of the applicant (in capital letters)				
2.	Father's/Husband's Name				
3.	Date of Birth and age (as on 01.07.2024)	DATE OF BIRTH	YEARS	MONTHS	DAYS
4.	Address for correspondence				
5.	Mobile number				
6.	Adhar Number				
7.	Caste and Category				
8.	Permanent Address				
9.	Employment Exchange Regd. Number and Date				
10.	Educational Qualifications				
11.	Technical experience, if any				
12.	Previous experience, if any				
13.	Whether any disciplinary proceedings				
14.	Punishments awarded if any				
15.	Date of superannuation				
16.	Post held at the time of superannuation				
17.	List of certificates enclosed (only Xerox copies attested by Gazetted Officer should be enclosed)				
18.	Signature of the applicant				

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.

Date :
Station:

Signature of the Candidate.
Name of the candidate