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**PRINCIPAL DISTRICT COURT :: WEST GODAVARI :: ELURU**

**GENERAL INFORMATION**

**SUB :- PUBLIC SERVICES – A.P.J.M.S.S** – Vacancy position of **Junior Assistants** by way of promotion from the feeder category **Record Assistant** – List of employees empanelled from the category of Record Assistant – General information – Reg.

- REF :-**
1. G.O.Ms.No.4, Department for Women, Children, Differently Abled and Senior Citizens, dated 09.02.2019.
  2. G.O.Ms.No.76 Law (LA&J-Home-Courts-D) Department, dated 15.05.2019.
  3. G.O.Ms.No.151, Law (LA&J-Home-Courts.A), dated 17.10.2022 – Amendment to APJMSS Rules.
  4. Hon'ble High Court's Circular ROC.No.1060/2022-C.1 dated 18.10.2022 – Extending the period of concession given in sub-rule (b) of Rule 35 of APJMSS Rules, for a further period of 2 years as one time measure.
  5. Hon'ble High Court's ROC.No.391/E1/2019, Dt.29.12.2023, communicated the G.O.Ms.No.216, Law (L & LA&J-Home Courts-A) Department, Dt.20.12.2023, with regard to the establishment of Additional District and Sessions Court at Tadepalligudem.
  6. Hon'ble High Court's ROC.No.391/E1/2019, Dt.11.01.2024, communicated the G.O.Ms.No.2, Law (L. LA&J-Home Courts-A) Department, Dt.11.01.2024 – Publication in the A.P. Gazette Extraordinary.
  7. District Court's general information in Dis.No.711 dated 07.02.2024.
  8. Office note dated 29.07.2024 and orders thereon.

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In view of promotions from the category of Examiner/Copyist, Record Assistant and Process Server to the post of Junior Assistant and consequent to the establishment of XI Additional District Court, Tadepalligudem, the following vacancies are available in the category of **Junior Assistant** by way of promotion from the feeder category i.e., **Record Assistant** as on **06.08.2024**. Requisite qualifications for promotion to the respective categories are mentioned for information.

| S.No. | Category of Post        | No. of Vacancies for Promotion | Requisite qualification must have passed   |
|-------|-------------------------|--------------------------------|--|
| 1.    | <b>Junior Assistant</b> | <b>03</b>                      | <b>Graduation,</b><br>Must have knowledge or qualification in computer operation |

The following staff members working in the category of Record Assistant are empanelled as per Gradation List-2023.

**List of candidates as per Gradation List, 2023**

| S. No | Name & Designation Sarvasree   | Date of Birth | Educational Qualifications & General Technical | Date from which working in the present post | Comm unity   | Declaration of probation w.e.f. |
|-------|--|---------------|--|---|--------------|---------------------------------|
| 1     | 2  | 3             | 4  | 5   | 6            | 7                               |
| 1.    | <b>D.Ravindra Reddy,</b><br>Record Assistant,<br>PJCJ Court, Kovvur<br><b>DES: 02.02.1998</b>  | 15.06.1971    | SSC  | 19.04.2010                                  | OC           | --                              |
| 2.    | <b>V.V.Satyanarayana,</b><br>Record Assistant,<br>AJCJ Court, Palakol<br><b>DES: 31.01.1998</b>  | 10.03.1974    | SSC  | 19.04.2010                                  | OC           | 24.04.2011                      |
| 3.    | <b>K.Vijaya Lakshmi,</b><br>Record Assistant, X ADJ<br>Court, Narsapur<br><b>DES: 02.02.1998</b>   | 03.03.1972    | Inter<br>TW(E)-L                               | 19.04.2010                                  | BC-B         | 24.04.2011                      |
| 4.    | <b>B.Srinivasa Rao,</b><br>Record Assistant,<br>PJCJ Court, Narsapur<br><b>DES: 31.01.1998</b>   | 10.06.1971    | SSC  | 19.04.2010                                  | BC-A         | 24.04.2011                      |
| 5.    | <b>P.Ravi Babu,</b><br>Record Assistant,<br>PDJ Court, Eluru<br><b>DES: 28.09.1999</b>   | 15.06.1971    | SSC  | 19.04.2010                                  | BC-B         | 24.04.2011                      |
| 6.    | <b>M.V.Naga Raju,</b><br>Record Assistant,<br>PJCJ Court, J.R.Gudem,<br>working on deputation in<br>Prl. District Court, Eluru<br><b>DES: 31.05.2000</b>   | 04.06.1972    | SSC  | 03.11.2010                                  | BC-A<br>(PH) | 09.11.2011                      |
| 7.    | <b>D.Venu,</b> Record<br>Assistant, Principal<br>District Court, Eluru<br><b>DES: 24.05.2000</b>   | 19.01.1970    | SSC  | 03.11.2010                                  | SC           | 08.11.2011                      |
| 8.    | <b>P.Bala Krishna,</b> Record<br>Assistant, PJCJ Court,<br>Bhimavaram, working on<br>deputation in Prl. District<br>Court, Eluru<br><b>DES: 12.06.2004</b> | 11.05.1982    | SSC  | 11.02.2015                                  | OC           | 10.12.2016                      |
| 9.    | <b>B.Nageswara Rao,</b><br>Record Assistant,<br>PJCJ Court, Nidadavole<br><b>DES: 27.09.2005</b>   | 15.07.1971    | SSC  | 05.02.2015                                  | ST           | 16.02.2016                      |
| 10.   | <b>M.Surya Kala,</b><br>Record Assistant,<br>II AJFMC, Kovvur.<br><b>DES: 28.09.2005</b>   | 10.08.1983    | SSC  | 16.02.2015                                  | SC           | 16.02.2016                      |
| 11.   | <b>Y.Srinivasu,</b><br>Record Assistant,<br>Prl. Junior Civil Judge's<br>Court, Tadepalligudem.<br><b>DES 28.09.2005</b>                                   | 18.07.1972    | SSC  | 30.01.2015                                  | BC-D         | 16.02.2016                      |
| 12.   | <b>G.Madhusudhana Rao,</b><br>Record Assistant, Judl.<br>Magistrate of I Class<br>Court, J.R.Gudem.<br><b>DES 08.12.2005</b>                               | 04.04.1976    | SSC  | 30.01.2015                                  | SC           | 16.02.2016                      |

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|-------|--|---------------|--|---|-----------|---------------------------------|
| 13.   | <b>B.Krishna Kumari @ Krishnaveni</b> , Record Assistant, II AJFCM Court, Bhimavaram.<br><b>DES 26.12.2005</b>                         | 31.08.1977    | SSC  | 30.01.2015                                  | BC-A      | 26.09.2018                      |
| 14.   | <b>S.L.Bhaskara Rao</b> , Record Assistant, VIII Addl. District Court, Eluru.<br><b>DES 18.09.2006</b>                                 | 15.07.1977    | SSC  | 30.01.2015                                  | OC        | 16.02.2016                      |
| 15.   | <b>Y.Adinarayana</b> , Record Assistant, AJCJ Court, Narsapur.<br><b>DES 16.09.2006</b>  | 14.01.1981    | Inter  | 30.01.2015                                  | OC        | 06.02.2016                      |
| 16.   | <b>M.V.Narasimha Raju</b> , Record Assistant, X Addl. District Court, Narsapur.<br><b>DES 16.09.2006</b>                               | 06.04.1983    | SSC  | 30.01.2015                                  | OC        | 16.02.2016                      |
| 17.   | <b>M. Suryaprakasa Rao</b> , Record Assistant, I Addl. Junior Civil Judge's Court, Tanuku.<br><b>DES 16.09.2006</b>                    | 05.06.1986    | Inter  | 30.01.2015                                  | OC        | 16.02.2016                      |
| 18.   | <b>S.Nagendra Vara Prasad</b> , Record Assistant, I AJCJ Court, Nidadavole<br><b>DES: 15.09.2006</b>                                   | 09.06.1978    | SSC, ITI                                       | 11.02.2015                                  | BC-D      | 16.02.2016                      |
| 19.   | <b>S.Karunakar</b> , Record Assistant, POC SO Court, Eluru<br><b>DES: 01.02.2008</b>   | 10.06.1982    | SSC  | 06.02.2015                                  | SC        | 16.02.2016                      |
| 20.   | <b>P.V.Ramana</b> , Record Assistant, ASCJ Court, Eluru, working on deputation in PSCJ, Eluru.<br><b>DES: 02.06.2008</b>               | 18.05.1972    | SSC  | 02.02.2015                                  | BC-A      | 16.02.2016                      |
| 21.   | <b>D.Estheru Kumari</b> , Record Assistant, PJCJ Court, Eluru<br><b>DES: 29.09.2005</b>  | 05.06.1979    | SSC  | 15.06.2015                                  | ST        | 15.06.2016                      |
| 22.   | <b>V.Nagamani</b> , Record Assistant, JCJ Court, Bhimadole<br><b>DES: 28.09.2005</b>   | 15.02.1969    | Inter  | 02.06.2015                                  | BC-D      | 22.09.2018                      |
| 23.   | <b>R.Swaroopa Rani</b> , Record Assistant, X ADJ Court, Narsapur, working on deputation in PJCJ, Nidadavole.<br><b>DES: 17.03.2012</b> | 01.12.1966    | Sr.Sec. Examination                            | 10.08.2015                                  | O.C.      | 10.08.2016                      |
| 24.   | <b>G.Vara Lakshmi</b> , Record Assistant, JCJ Court, Chintalapudi<br><b>DES 20.03.1997</b>   | 15.02.1977    | SSC  | 16.04.2018                                  | BC-A      | 08.05.2019                      |
| 25.   | <b>B.Hymavathi</b> , Record Assistant, I AJCJ Court, Tadepalligudem,<br><b>DES: 16.05.2012</b>   | 01.12.1982    | SSC  | 07.04.2018                                  | BC        | --                              |

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|-------|--|---------------|--|---|-------------|---------------------------------|
| 26.   | <b>Ch.Surendra Babu,</b><br>Record Assistant,<br>II AJCJ Court, Tanuku.<br><b>DES: 09.04.2014</b>  | 05.01.1978    | B.A.   | 21.09.2020                                  | S.C.        | 21.09.2021                      |
| 27.   | <b>Gangulapalli Srinu,</b><br>Record Assistant,<br>I AJCJ Court, Kovvur.<br><b>DES: 09.04.2014</b>   | 05.05.1983    | Inter  | 19.09.2020                                  | BC-D        | 19.09.2021                      |
| 28.   | <b>M.Swarna Kumari,</b><br>Record Assistant,<br>PJCJ Court, Tanuku.<br><b>DES: 10.04.2014</b>  | 25.06.1977    | SSC  | 19.09.2020                                  | BC-A        | 19.09.2021                      |
| 29.   | <b>G.Raja Rajeswari,</b><br>Record Assistant,<br>XI ADJ Court, TP.Gudem.<br><b>DES: 10.04.2014</b>   | 09.02.1975    | Inter  | 19.09.2020                                  | S.C.        | 03.10.2021                      |
| 30.   | <b>S.Hari Krishna,</b><br>Record Assistant,<br>SCJ Court, T.P.Gudem.<br><b>DES: 09.04.2014</b>   | 23.02.1986    | Inter  | 19.09.2020                                  | O.C.        | 27.09.2021                      |
| 31.   | <b>G.Kanaka Durga,</b><br>Record Assistant,<br>II AJCJ, Tadepalligudem.<br><b>DES: 10.04.2014</b>  | 12.07.1986    | B.A.<br>DCA                                    | 21.09.2020                                  | O.C.        | 20.03.2022                      |
| 32.   | <b>G.Kamala Kumari,</b><br>Record Assistant,<br>I AJCJ, Bhimavaram,<br>Working on deputation in<br>SCJ, Bhimavaram.<br><b>DES: 24.04.2019</b>          | 24.07.1987    | Inter  | 24.08.2022                                  | BC-C<br>V.H | Probation not<br>declared       |
| 33.   | <b>Kota Chitti Babu,</b><br>Record Assistant,<br>POCSO Court,<br>Bhimavaram. Working on<br>deputation in PJCJ,<br>Bhimavaram<br><b>DES: 24.04.2019</b> | 04.11.1982    | B.A.   | 24.08.2022                                  | BC-B        | Probation not<br>declared       |
| 34.   | <b>Gunnam Babji,</b><br>Record Assistant,<br>PJCJ Court, Palakol<br><b>DES: 22.04.2019</b>   | 02.01.1983    | M.SC.,<br>B.Ed.,                               | 24.08.2022                                  | O.C.        | Probation not<br>declared       |

- Note:-**
1. The staff members who have recently acquired any educational qualifications are hereby informed to submit the same immediately.
  2. Certain staff members have previously relinquished their right for further promotion.
  3. All staff members, requested to go through A.P.J.M.S.S. Rules, G.O.Ms.No.151, Law (LA & J-Home Courts.A) Dt.17.10.2022 (amendment to APJMSS Rules) and Gradation List.
  4. All the staff members are hereby informed that as per amendment vide G.O., under reference 3<sup>rd</sup> cited, in Rule 6, (i) the following shall be inserted after Note-3:

**Note 4 :-** For promotion to any category of service, the members working in the feeder categories shall have to put in not less than three years of actual service, including the period spent on probation, if any

This is for information.

Principal District Court, W.G.,  
Eluru, Dated 08-08-2024.

*C. Purnachandrababu*  
**PRINCIPAL DISTRICT JUDGE,**  
**WEST GODAVARI, ELURU.**

**To**

All the staff members in the Unit through their respective Presiding Officers.

**Copies to :-**

All the Judicial Officers working in the Unit, with a request to circulate among the staff members and forward the applications, if any received from them on or before the date notified for interviews.

The Superintendents, Accounts Section, Central Nazarath, O.P. Cell, Copyist Section, Record Room and P.Tr. Section.

The In-charge System Officer, e-Courts Project, Principal District Court, Eluru, with a direction to upload the same in Principal District Court's website and to send e-mails to all the Officers in the Unit of West Godavari.

*Dis No. 5501*

*Dt: 8/8/24*