

OFFICE OF THE PRINCIPAL DISTRICT AND SESSIONS JUDGE::NELLORE
SPSR NELLORE DISTRICT

Dis. No. 3557/2026

DATED 27.6.2026

NOTIFICATION NO.04/2026

Sub: COURTS – Principal District Court, Nellore, SPSR Nellore District. – Notification issued by calling for applications from the eligible candidates to fill up the **one vacant post of Computer Assistant on contract basis** – Regarding.

- Ref: 1. Hon'ble High Court's Circulars in ROC No.1/2005-CPS, dated 07.01.2005 and 20.01.2005.
2. G.O Ms. No.837, Law (LA&J Home Courts-C) Department, dated 20.06.2006.
3. This Court's letter dated 07.05.2025 addressed to the Hon'ble High Court in Dis No.2377, dated 08.05.2025.
4. Hon'ble High Court's letter in R.O.C.No.176/E1/2025 dated 16.06.2026.

Applications are invited in the prescribed proforma from the eligible candidates for appointment to the post of Computer Assistant on **Contract Basis at Principal District Court, Nellore** subject to the following terms and conditions mentioned hereunder.

The Last date for receipt of the applications is 15.07.2026 by 5.00 P.M. Applications received after the last date will be summarily rejected.

Name of the Court: Principal District Court, Nellore

Sl.No.	Name of the Post	No. of vacancies	Consolidated Remuneration
1.	Computer Assistant (Contract Basis)	1	Rs.17,500/- p.m, as per G.O.Rt.No.769, Law (L & LA & J Home Courts-B) Department, dated 21.09.2017. This is subject to the changes as per the Government Orders issued from time to time.

Qualifications for Computer Assistant

1. Must have passed Bachelor's Degree of any university in India established or incorporated by or under a Central Act, State Act or Provincial Act or an institution recognized by the University Grants Commission or any equivalent examination and must have knowledge or qualification in computer operation.
2. Must have basic knowledge on Software side (need not develop software). Must have good knowledge on Hardware side to attend to troubleshooting in computers, printers and connectivity. If they possess any Technical Qualifications from recognized institutions, that will be considered as additional qualification.

REQUIRMENTS

1. **Must be a native of Nellore town only.**
2. Must have not completed 42 years of age and must have completed 18 years of age as on 01.07.2026.
3. The relaxation of maximum age limit is 5 years in respect of SC/ST/BC and EWS candidates and 10 years in respect of Physically Handicapped candidates. Relaxation of maximum age limit for Ex-service man will be as per Rule 12 (1) (c) (i) of A.P. State and Subordinate Service Rules.
4. Only persons who are of sound health and active habits alone will be considered.
5. Persons selected have to produce a physical fitness certificate and enter into an agreement/contact with the Principal District Judge, Nellore on such terms and conditions as the appointing authority deems fit, proper and necessary regarding the conditions of the appointment and service and on all other required particulars.

SKILL TEST: Skill Test in Software and Hardware of Computers of the standard consistent with the technical qualification prescribed will be conducted.

Attested copies of the following documents, whichever is applicable should be enclosed to the application:

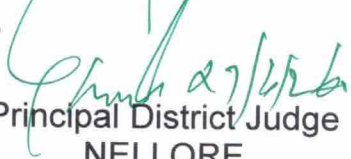
1. Certificates of Academic and Technical Qualifications such as mark list, pass certificates or Provisional Certificates, Testimonials and other Certificates to prove their technical skills, if any.
2. Certificate evidencing Date of Birth.
3. Nativity Certificate (**Only natives of Nellore town are eligible**)

4. Community Certificate in the case of SC/ST/BC/EWS candidates issued by the competent Authority.
5. Disability Certificate in the case of Persons with Benchmark Disabilities.
6. Study Certificates from Class VII to Class X.

Note:

1. Eligible candidates may apply for the above post by enclosing their biodata with necessary attested copies of certificates to the undersigned on or before **15.07.2026 by 5:00 pm**, after which the applications received will not be accepted.
2. Applications are to be submitted in the proforma enclosed herewith and applications received in any other format will be summarily rejected.
3. No T.A. and D.A. will be paid for the Journey performed in connection with the recruitment.
4. Applications with insufficient information and which do not contain necessary enclosures will be summarily rejected.
5. This office is not responsible for any postal delay, delay caused by any other service like courier or delay in delivery if any.
6. Applications are liable to be rejected at any stage and the appointment made is liable to be cancelled if any information therein is found to be false and the applicants are liable for prosecution for furnishing false information besides disciplinary action, as the case may be.
7. No correspondence will be entertained.
8. Selection will be made as per guidelines issued by the Hon'ble High Court and Rule 9 of A.P.State and Subordinate Service Rules, 1996 on contract basis.

Principal District Court, Nellore
Dated: 27.6.2026


Principal District Judge
NELLORE

To

1. The Presiding Officers of all Courts in the District with a direction to affix the Notification with its enclosures in the Notice Board of their respective Courts.
2. The District Collector, Nellore with a request to display it in the Notice Board and also to mark the Notification to the concerned authorities in the entire District for publication of the same on the Notice Boards of such authorities for the purpose of wide publicity.

3. The District Employment Officer, Nellore for necessary action with regard to wide publicity
4. The Public Relations Officer, Nellore for causing wide publicity through Print and Electronic Media.
5. The System Officer, Principal District Court, Nellore with a direction to place in the District Court website.
6. The Notice Board of the Principal District Court, Nellore.

Copy submitted to the Registrar (Administration), Hon'ble High Court of Andhra Pradesh, Nelapadu, Guntur District, Pin:522237 (along with covering letter).

Copy to the file/-

APPLICATION FOR THE POST OF COMPUTER ASSISTANT

Ref:- Notification No.4/2026, Dated 27.06.2026 of the Principal District and Sessions Judge's Court, Nellore.

*Affix Recent
Colour Passport
size Photograph
**duly attested
by Gazetted
Officer***

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1.	Name of the Applicant (In Capital letters)	:	
2.	Father's Name/Husband's name	:	
3.	Date of Birth and age as on 1.7.2026	:	
4.	Address for correspondence (With Pin Code)	:	
5.	Permanent Address	:	
6.	Mobile Number and eMail id	:	
7.	Community (OC/BC/SC/ST/EWS/PHC), please specify sub-group/caste, if any	:	
8.	Local status	:	
9.	Whether involved in any Criminal cases (if yes, give details thereof)	:	
10.	Previous experience, if any (Any other relevant information)	:	

EDUCATIONAL QUALIFICATIONS :				
Examination passed	Name of the Board / University / School	Month & Year of passing	Division	Percentage of Marks
I to V				
VI to X				
INTERMEDIATE				
DEGREE				
POST GRADUATE				
TECHNICAL QUALIFICATIONS INCLUDING COMPUTER COURSES (Details of Skills in Computer Hardware and Software to be specified)				

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 fulfill all the conditions of eligibility regarding the Age limit/Educational Qualifications/Caste etc., prescribed for the post to which I am applying.

STATION:
DATE:

SIGNATURE OF THE APPLICANT

Note: Attested copies of certificates to be enclosed wherever necessary.