OFFICE OF THE PRINCIPAL DISTRICT AND SESSIONS COURT
:: MULUGU ::
NOTIFICATION NO.01/2025

Dis No.1366 Dated: 19/09/2025

Applications are invited from the Retired Judicial Employees for the post of Senior Superintendent (Head Clerk) and eligible candidates for the post of Office Subordinates of Mulugu District upto 5.00 p.m on 13-10-2025 to fill up the below mentioned posts on contract basis on consolidated pay as per Rule 9 of the Telangana State and Subordinate Rules. 1996 for a period of ONE YEAR in the Court of FAST TRACK Special Court for Expeditious Trial and Disposal of Rape and POCSO Act, Cases, Mulugu as per G.O.Ms.No.104. Finance (HRM-H) Department. dated: 30.12.2019.

The applications to be sent in a sealed cover addressed to the **PRL. DISTRICT AND SESSIONS JUDGE, MULUGU RECRUITMENT** and sent same by way of post or by way of courier and the application forms will not be entertained either directly or in person.

Sl. No	Name of the post	No. of posts	Consolidated amount per month
1	Senior Superintendent (Head Clerk)	01	Rs. 40,000/- p.m
2	Office Subordinate	01	Rs. 15,600/- p.m

Contract Basis : Remuneration shall be paid as fixed by the Government from time to time.

1) In case of Retired Telangana Judicial Ministerial Servants.

a. The individual must not have completed 65 Years of age.

b. Only persons who have retired as members Ministerial Service alone will be considered.

c. Persons who have retired in the corresponding or higher categories of Telangana Judicial Ministerial Service will be considered for the respective posts.

d. Only persons who are of sound health and active habits alone will be considered.

e. Persons with proven recorded of ability, good performance and integrity alone will be considered.

f. Persons who have awarded any punishments for any misconduct in disciplinary proceedings while in service are not eligible for consideration.

g. Persons selected have to produce a physical fitness certificate and enter into an agreement / contract with the District Court, Mulugu on such terms and conditions as the appointing authority deems fit., proper & necessary regarding the conditions of appointment and service and on all other required particulars.

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2) In case of non availability of Retired Ministerial Staff of Judicial department, the candidates from outsiders will be considered for appointment.

3) The following are the conditions in the case of outsiders for above posts.

AGE LIMIT (FOR THE POST OF OFFICE SUBORDINATE)

a. As on 01/9/2025 a candidate must have completed the age of (18) Years and must not have completed the age of (34) years.

b. The relaxation of maximum age limit in respect of SCs/STs/BCs/EWS is 5 years and in case of candidates with physical fitness disabilities they shall be given age relaxation of 10 years.

EDUCATIONAL QUALIFICATIONS.

Sl. No	Post	Qualification (as per TJMSS Rules, 2018)
1.	Head Clerk	Must have a graduate and retired Judicial Employee from the category Senior Superintendent.
2.	Office Subordinate	Must have passed any between 7th to 10th Class or its equivalent examination.

METHOD OF RECRUITMENT:

In the event of more than 20 applications received, such applications will be shortlisted on the basis of Marks obtained in the qualifying examination as per rules and the qualified candidates will be called for Oral Interview.

ATTESTED COPIES OF DOCUMENTS TO BE ENCLOSED ALONG WITH THE APPLICATIONS:

a. Certificate of academic qualifications such as marks lists, pass certificate provisional certificate, testimonials and other certificates to prove their technical efficiency if any.

b. Date of Birth Certificate.

c. Community Certificate in cases of SCs/STs/BCs issued by the competent Authority.

d. Employment Registration Card.

e. Certificate in respect of Local / Non- Local candidature in terms on Presidential Order, 1975.

f. A self addressed registered post cover with acknowledgment worth of Rs.25/- or as fixed by the Postal Department for RPAD.

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GENERAL INSTRUCTIONS:

1. The candidate will be appointed only on Contract basis as per Rule 9 of Telangana State and Subordinate Service Rule, 1996 for a period of ONE YEAR on executing a Deed of agreement at the time of making their appointment.

2. In case of retired employees the provisions contained in Telangana Civil Service (Conduct) Rules, 1964 and Telangana Pension code shall be applicable mutates mutandis.
3. No other Service rules shall be applicable other than above.
4. Applications received after 5.00 p.m on 13-10-2025 will not be accepted.
5. The contract appointment shall automatically ceases to be in operation unless a fresh proposal is made fresh contract is enter into.
6. No TA and DA will be paid for the journey performed in connection with the appointment.
7. Applications with insufficient information will be summarily rejected.
8. Applications received after the date stipulated time would not be accepted.
9. No correspondence will be entertained in any respect.
10. Candidates resorting to bring influence of any kind will be disqualified summarily.
11. The undersigned reserves the right to cancel the notification without assigning any reason.

NOTE: This Notification is available in our website as below. **https://districts.ecourts.gov.in/mulugu.**

19/09/2025.

PRL. DISTRICT AND SESSIONS JUDGE,
MULUGU

To.

1. All the Judicial Officers in the Unit of Mulugu, with a instruction to affix the notification on the notice boards of their respective courts.
2. The District Collector, Mulugu, with a request tot affix the notification on the notice board of your office.
3. The District Employment Officer, Mulugu.
4. All the Unit Head / Principal District and Sessions Judges of Telangana, State.
5. Notice Board of District Court and Sub Court Complex, Mulugu.
   Publication through all Telugu Print Media, District Public Relation Officer. Mulugu.
7. The District System Administrator, Mulugu for placing this Notification in the Official Website of this Unit.

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APPLICATION FOR THE POSE OF _____

Ref : District Court, Mulugu Notification

Dis No. _____ / 2025 Admin. Dt : _____ / / 2025.

Recent Photograph

1. Full Name of the Applicant :
2. Father's / Husband's Name :
3. Date of Birth :
4. Age (as on 01.07.2025) :
5. Caste / Category :
6. Sex :
7. Nationality :
8. Religion :
9. Educational Qualifications
   - a) Academic :
   - b) Technical :
   - c) Other (if any) :
10. Previous Experience (if any) :
11. Local / Non local :
12. Permanent Address :
13. Address for correspondence :

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.

Signature of Applicant

Station :
Date :

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