OFFICE OF THE PRINCIPAL DISTRICT AND SESSIONS JUDGE : JOGULAMBA GADWAL

Notification No. 04 /Admn/2025, Dated:25-11-2025

:: NOTIFICATION ::

Sub:- COURTS – Fast Track Special Court For Expeditious Trial and Disposal of Rape and POCSO Act at Jogulamba Gadwal – Notification for filling up of certain posts on Contract basis – Issued -Regarding.

Ref:-1.G.O.Ms.No. 104, Finance (HRM-II] Department. Dt.30-12-2019.
2.G.O.Rt.No.636 LAW(LA,LA&J-Home-ourts.A2)Dept,Dt.24.10.2025.
3.Hon'ble High Court vide ROC.No 496/E1/2019. Dt.19.11.2025.

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Applications are invited from the eligible candidates and retired employees from Jogulamba Gadwal District **on or before Dt: 12-12-2025 by 5.00 P.M.,** for filling up the following posts on Contract basis on consolidated pay as per Rule-9 of the Telangana State and Subordinate Service Rules, 1996, for a period of **Two Years** or at any date before that date or they can be continued till further orders as fixed by the Appointing Authority from time to time in the Fast Track Courts i.e., Fast Track Special Court for Expeditious Trial and Disposal of Rape and POCSO Act Cases at Jogulamba Gadwal.

The applications shall be sent in a sealed cover addressed to the **Principal District and Sessions Judge, Jogulamba Gadwal,** by mentioning the name of the post applied for and send the same by way of Ordinary post/Registered Post/Courier etc. **Applications will not be accepted directly in person or through any other intermediary.**

S.No.	Name of the Post	No. of Vacancies	Consolidated Pay per month (per month as per G.O.Ms.No.64 Finance Dept., dt:30-12-2019)
1	Head Clerk	01	Rs.40,000/- per month (Retired Judicial Employee)
2	Stenographer Gr-III	01	Rs.22,750/- per month
3	Junior Assistant	01	Rs.19,500/- per month

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

IN CASE OF RETIRED TELANGANA JUDICIAL MINISTERIAL SERVANTS:

The appointment of Retired Judicial Employees is subject to the following conditions.

1) Applicants shall be the only persons retired as members of TJMSS.

2) Applicants shall be the person who have retired in the corresponding or higher categories of Telangana Judicial Ministerial and Subordinate Services.

3) Applicants shall be the persons of sound health and active habits.

4) Applicants shall be the persons with proven record of ability, good performance and integrity.

5) Applicants shall be persons who have not received any punishment for any misconduct in disciplinary proceedings while in service.

6) The persons who **not have completed 65 years** as on the date of application.

7) Persons selected have to produce the medical fitness certificate and enter into Agreement/contract with the Principal District and Sessions Judge, Jogulamba Gadwal 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) The candidates are directed to produce a copy of Retirement proceedings issued by the concerned District Judge or copy of the Pension Payment Order (PPO) issued by the competent authority.

IN CASE OF NON-AVAILABILITY OF RETIRED MINISTERIAL STAFF OF JUDICIAL DEPARTMENT, THE CANDIDATES FROM OUTSIDE WILL BE CONSIDERED FOR APPOINTMENT.

THE FOLLOWING ARE THE CONDITIONS IN CASE OF OUTSIDERS FOR THE ABOVE POSTS:

Age Limit:

1. As on 01-07-2025, a candidate must have completed the age of (18) years and must not have completed the age of (34) years.

2. The relaxation of maximum age limit in respect of SC/ST/BC/EWS categories is 5 years and in case of candidates with physical disabilities, they shall be given age relaxation of 10 years.

Educational Qualification:

S.No.	Post	Qualification (as per TJMSS Rules, 2018)
1	Head Clerk (Retired Judicial Employee)	Must be a Graduate form any recognized University and retired Judicial employee from the category of Chief Administrative Officer/Senior Superintendent.

2	Stenographer Grade-III	Must be a graduate from recognized University and must have passed Telangana Govt. technical examination English Typewriting by higher Grade or its equivalent examination and must have passed Telangana Govt. technical examination English Shorthand by higher Grade or its equivalent examination. Provided that if candidates who have passed the examination by higher grade are not available, those who have passed the examination by the lower grade may be considered. Must have knowledge or qualification in Computer Operation.
3	Junior Assistant	Must have passed Bachelor's Degree from any University in India established or incorporated by or under a Central Act. State Act or Provisional Act or an Institution recognized by the University Grants Commission or any equivalent qualification. The candidate must have knowledge or qualification in Computer Operation.

METHOD OF RECRUITMENT:

1. There will be a test in Typewriting and Shorthand with regard to the technical efficiency for the post of Stenographer Grade-III and the qualified candidates to prove their technical efficiency.
2. In the event of more than 20 applications received from the outsiders for the post Junior Assistant, 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.
3. The date of skill test for the post of Stenographer Grade-III and interviews will be informed later through District Court Official website.

ATTESTED COPIES OF DOCUMENTS TO BE ENCLOSED TO APPLICATION:

a) Certificates of Academic Qualifications such as marks lists, pass certificates, provisional certificates, testimonials and other certificates to prove their technical efficiency.
b) Date of Birth Certificate
c) Community Certificate in case of SC/ST/BC issued by the competent authority.
d) Employment Registration Card.
e) Certificate in respect of Local/Non-Local candidate in terms of Presidential Order 2018.

f) Two self-addressed Speed postal covers with acknowledgment worth of RS.57/- or as fixed by the Postal Department with RPAD.

GENERAL INSTRUCTIONS:

i) The notification is made to fill up the posts from the Retired employees of Judicial Department. In case of non-availability of the said employees, persons from outsiders will be considered.
ii) The candidates will be appointed only on Contract Basis as per Rule 9 of Telangana State and Subordinate Service Rules, 1996 for a period of TWO YEARS or any date before that date or they can be continued till further orders as fixed by the appointing authority from time to time on executing a Deed of Agreement at the time of making their appointment.
iii) In case of retired employees, the monthly amount shown above shall be in addition to the terminal benefits from its previous employment.
iv) No service rules shall be applicable other than the above.
v) Applications received **after 5-00 p.m. on 12-12-2025** will not be accepted.
vi) The contract appointment shall automatically cease to be in operation unless a fresh proposal is made and fresh contract is entered into.
vii) For all the posts those who are having higher academic and technical qualifications will be given due consideration.
viii) No TA and DA will be paid for the journey performed in connection with the examination/Skill test, oral interview and for appointment.
ix) Applications with insufficient information will be summarily rejected.
x) Applications received after the date stipulated time would not be accepted.
xi) No correspondence will be entertained in any aspect.
xii) Candidate resorting to bring influence of any kind will be disqualified summarily.

25/11/25

Prl. District and Sessions Judge
Jogulamba Gadwal.

To:

i) All the Judicial Officers in the Unit with a request to cause display of the notification on the Notice Boards of their respective Courts.
ii) The District Collector, Jogulamba Gadwal District with a request to cause display of the notification on the Notice Boards of their respective office for wide publicity.
iii) iii)The District Employment Officer, Jogulamba Gadwal.
iv) The District System Assistant of District Court, Jogulamba Gadwal District with an instruction to place the Notification in the Official website.
v) Notice Board of District Court, Jogulamba Gadwal District.
vi) Publication through all Telugu Print Media.
vii) */Stock file.

APPLICATION FOR THE POST OF_____

Ref: District Court: Jogulamba Gadwal District Notification No. /2025/Admn, Dated: -11-2025.

Affix latest Passport size Photograph duly attested by Gazetted Officer.

1. Full Name of the Applicant (in capital letters) :
2. Father's/Husband's Name :
3. Date of Birth :
4. Age as on 01-07-2025 :
5. Caste/Category :
6. Gender :
7. Nationality :
8. Religion :
9. Educational Qualifications :
10. Technical Qualifications :
11. Address for correspondence (with **Mobile Number**) :
12. Permanent Address :
13. Previous Experience, if any :
14. Local/Non-Local :

For Retired Employees:

15. Designation and date of retirement :
16. Copy of retirement Proceedings/PPO To be enclosed. :
17. Any punishment awarded during Service if yes to be noted. :

DECLERATION

I solemnly declare that the above information submitted by me is true and correct to the best of my knowledge. If any information submitted by me is fund to be false, action may be taken against me.

Station:
Date:

Signature of the Candidate/Applicant