OFFICE OF THE CHAIRMAN, PERMANENT LOK ADALAT FOR PUBLIC UTILITY SERVICES: RANGA REDDY DISTRICT AT L.B NAGAR, HYDERABAD.

Dis. No: 88 / 2026 Dated: 06 -10-2026

:: NOTIFICATION ::

Sub:- Establishment of Permanent Lok Adalats –Notification - Recruitment for the post of Head Clerk (Contract Basis)-Applications - called for – Reg.

Ref-
1. G.O.Ms.No.161/Finance(SMPC) Department, dt.21-06-2006.
2. G.O.Ms.No.339, Finance(SMPC-I) Department, dt.20.12.2012.
3. ROC No: 5240/LSA-AW/2006, dt.17-08-2006 of A.P. State Legal Services Authority, Hyderabad.
4. ROC No: 5240/APSLSA-AW/2006, dt.21-09-2006 of A.P. State Legal Services Authority, Hyderabad.
5. Order ROC NO: 3813/TSLSA-Estt/2015, dt.26-10-2015 of Telangana State Legal Services Authority, Hyderabad.
6. This office Notification Dis No.31/2026, dated 05-06-2026.
7. This office Notification Dis No.50/2026, dated 03-07-2026.
8. This office Notification Dis No.56/2026, dated 20-07-2026.

Applications are invited for Supporting Staff of One Post of Head Clerk (Contract Basis) from the Retired Judicial Employees those who are retired in the same categories or above fulfilling the terms and conditions mentioned hereunder for the Office of Chairman, Permanent Lok Adalat for Public Utility Services, Ranga Reddy District on Contract Basis as per Rule 9 of the Telangana State & Subordinate Services Rules, 1996.

The last date for receipt of applications is 31 - 10 -2026 upto 5 p.m.

Nature of the Post	No. of Vacancies	Required Qualification	Consolidated Pay
Head clerk	1(one)	Retired employees particularly from Judicial Department.	Rs.28,977/- per month

The Employees retired from the Judicial Department who have a satisfactory service record and who have not completed 65 years of age as on 06 - 10 -2026. Interested and eligible candidates may submit their willingness applications along with their Bio-data, duly enclosing copies of their Retirement Proceedings and Pension Payment Order (PPO). The engagement of such retired employees shall be on a contractual basis from the date of joining and shall continue only upto the date on which they attain the age of 65 years or until the requirement for such engagement ceases, whichever occurs earlier.

METHOD OF APPOINTMENT:

There will be an oral interview for the above post.

ATTESTED COPIES OF DOCUMENTS TO BE ENCLOSED TO APPLICATION:

a) Copy of Retirement Proceedings issued by the concerned judge.
b) Copy of Pension Payment Order (PPO).
c) Copy of Aadhar card with self attestation along with their applications.
d) A self-addressed Registered Postal Cover with Acknowledgement due affixing postal stamp worth Rs.37/- or as fixed by the Postal Department for RPAD.

TERMS AND CONDITIONS:

1. The candidates should be physically and mentally fit to hold the post.

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

3. Applicants shall be the persons who have not received any punishment for any misconduct in disciplinary Proceedings while in Service.

4. The employees who were dismissed or removed or compulsorily retired or made to seek retirement are not eligible.

5. The appointee shall be entitled to consolidated amount as above towards monthly remuneration or as may be determined from time to time by the Government/State Authority.

6. The appointment is purely temporary on ad-hoc basis and is liable to be terminated at any time without assigning any reasons and without any notice.

7. On appointment the appointee shall produce fitness certificate and shall enter into an agreement with the Chairman, Permanent Lok Adalat for Public Utility Services, Ranga Reddy District, initially for a period of one year subject to renewal for a further period from time to time at the discretion of the appointing authority,

8. The application should be addressed to the Chairman, Permanent Lok Adalat for Public Utility Services, Ranga Reddy District, Ranga Reddy District Court complex, 3rd Floor, Room No.321, at L.B.Nagar, Hyderabad.

NOTE:

1) **Application shall contain the following particulars:**

APPLICATION FOR THE POST OF HEAD CLERK (ON CONTRACT BASIS)

a) Name of the Applicant:

b) Father/Husband's Name:

c) Educational Qualification and Technical Qualifications:

d) Date of Birth and Age:

e) Date of Retirement:

f) Post held on the date of retirement

g) Punishments, if any, awarded during service

i) Permanent Address

h) Address for Correspondence with Contact Number

DECLARATION:

I, Solemnly declare that the above information submitted by me is true and correct. If any information submitted by me is found to be false, action may be taken against me.

Place: SIGNATURE OF APPLICANT
Date: (Full Name of the Candidate)

1) No T.A. & D.A. will be paid for the journey performed in connection with the appointment.
2) Applications with insufficient information will be summarily rejected.
3) Applications received after the date stipulated will not be accepted.
4) No correspondence will be entertained in any respect.
5) Candidate resorting to bring influence of any kind will be disqualified summarily.

10/10

Prl. District & Sessions Judge,
Ranga Reddy District,
FAC Chairman
Permanent Lok Adalat
for Public Utility Services
Ranga Reddy District.

CHAIRMAN
Permanent Lok Adalat for Public Utility Services, Ranga Reddy Dist
L.B.Nagar, Hyderabad-500 074

Copies to:-

1) All the District Judges/ Unit Heads in the State of Telangana with a request to affixed the Notification on the Notice Boards of the respective District courts and Subordinate courts.
2) Notice Board in the Court Premises, Ranga Reddy District Court Complex, L.B.Nagar.
3) Notice Board of this Office.
4) Notice Board of District Legal Services Authority, Ranga Reddy District.

Copy submitted to :-
The Hon'ble Member Secretary,
Telangana State Legal Services Authority, Hyderabad.