OFFICE OF THE PRINCIPAL DISTRICT JUDGE :: HANUMAKONDA

DIS.NO. 2515
DATE: 29.07.2025

NOTIFICATION

Sub: Calling for applications to fill up of the post of ***COURT ASSISTANT*** *in I-Spl. Judicial Second Class Magistrate's Court in the Unit of Hanumakonda – Regarding.*

Ref: 1. G.O.Ms No. 35 Law(L.A&J Courts-A) Department, dt: 22.01.1997.
2. High Court's circular in ROC No. 2589/E1/1995, dt: 06.01.2001.

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Applications are invited from eligible candidates for filling up of the post of Court Assistant in the I- Special Judicial Second Class Magistrate's Court, Hanumakonda on payment of Honorarium/remuneration @ Rs.5,000/- per month for a period of two years:

Sl. No.	Name of the Post	No. of Vacancies	Name of the Court
1	Court Assistant	01	I- Special Judicial Second Class Magistrate's Court, Hanumakonda

ELIGIBILITY CRITERIA:

(i) *Any retired person, who has not exceeded 64 years of age as on 01.07.2025 and who held any post in the Telangana Judicial Ministerial Service or any retired person who held the post of Assistant, Examiner, Typist, Copyist and above in the T.S High Court Service is eligible for appointment as Court Assistant.*

(ii) *Provided that, if suitable retired employee from Telangana Judicial Ministerial Service and High Court Service is not available, an outsider can be appointed, if he/she possess the following qualifications:*

(a) *Must have passed Graduation or any equivalent examination.*
(b) *Who has completed the age of 18 years and must not have completed the age of 34 years as on 01.07.2025.*

Preference will be given to the local candidates, i.e., persons living in the same station or near about place.

GENERAL INSTRUCTIONS:

1. *The duly filled in applications shall be submitted strictly in the prescribed proforma, along with all the necessary copies of documents, such as, duly attested qualification certificates, retirement proceedings etc., to this Office on or before* ***11.08.2025 by 05.00 p.m.*** *and applications received after due date and time will not be entertained.*

2. *As per the instructions of the Hon'ble High Court in ROC No. 802/SO/97, dated 29.01.1998, the Spl. Judicial Second Class Magistrate Courts are functioning for (05) days in a week, i.e., from Monday to Friday on working days between 7.30 a.m to 10.30 a.m.*

3. *The appointment to the above post is purely on temporary basis, on payment of monthly honorarium, i.e., Rs.5,000/- for a period of two years and the outsiders appointed for the said post do not confer any right for future employment on regular basis.*

4. *No TA will be paid for candidates for journey performed in connection with recruitment.*

5. *The appointing authority reserves the right to cancel the notification without assigning any reason thereof.*

6. *Applications with insufficient information, without necessary enclosures and without proper attestation will be summarily rejected and no correspondence in this regard will be entertained.*

7. *This Office will not be responsible for any delay caused by the postal or any other service, viz., courier service, etc.,*

PRINCIPAL DISTRICT JUDGE,
HANUMAKONDA

To

1. All the Judicial Officers in Hanumakonda Unit (with a request to ensure display of the said notification on the notice boards of their respective Courts).

2. The Prl. District Judges of Warangal, Jangaon, Mahabubabad, Mulugu and Jayashankar Bhupalpally Districts (with a request to display of the said notification on the notice boards of their respective Courts).

3. The Notice Board of the Prl. District Court, Hanumakonda.

4. All the Spl. Judicial Second Class Magistrates working in the Unit of Hanumakonda (with a request to ensure display of the said notification on the notice boards of their respective Courts).

5. Bar Associations at Hanumakonda, Parkal, Warangal, Jangaon, Mahabubabad, Narsampet, Thorrur, Mulugu and Bhupalpally (with a request to ensure display of the said notification on their notice boards)

6. The System Officer, Prl. District Court, Hanumakonda with a direction to upload this notification on the official web site of the Prl. District Court, Hanumakonda.

7. The DPRO, Hanumakonda for publication as a news item in all Newspapers.

Recent pass port size colour photograph

BIO-DATA

APPLICATION FOR THE POST OF COURT ASSISTANT IN THE COURT OF I- SPL. JUDL. II CLASS MAGISTRATE, HANUMAKONDA

1.	Name	:	
2.	Father's Name	:	
3.	Date of Birth & Age as on 01.07.2025 (Attested copy of proof of date of birth to be enclosed)	:	
4.	Permanent Address	:	
5.	Mobile Number/ land Line Number	:	
6.	Educational Qualifications (Attested copies to be enclosed)	:	
7.	If retired from Judicial Department...		
	(i)Name of the post held	:	
	(ii)Length of service rendered	:	
	(iii)Date of Retirement (Copy of Retirement Proceedings/PPO attested by a Gazetted Officerto be enclosed)	:	
8	Native Place	:	
9	Further information if any	:	

I, hereby declare and state that the above information furnished is true to the best of my knowledge.

Date :

Signature of the Applicant.