

OFFICE OF THE PRINCIPAL DISTRICT JUDGE :: MAHABUBABAD

Dis. No: 160.

Dated: 28 /01/2026.

N O T I F I C A T I O N

Applications are invited from the eligible candidates upto 5.00 P.M. on 12-02.2026 in the format enclosed herewith for appointment to **One vacant post of Court Assistant** and **Two vacant posts of Court Attendant** in the following Special Judicial Second Class Magistrates' Courts of this Unit.

The Applications shall be submitted through Registered Post or through Courier to "**The Principal District and Sessions Judge, Mahabubabad**" and the application forms will not be entertained either directly or in person.

The term of the post of Court Assistant and Court Attendant is (02) years and shall be paid Honorarium/remuneration @ **Rs.5,000/- per month** to the Court Assistant and **Rs.3,000/- per month** to the Court Attendant

The Vacancy position of the posts :

Sl. No.	Name of the post	Court in which vacant
1.	Court Assistant	Special Judicial Magistrate of Second Class, Thorur
2.	Court Attendant	Special Judicial Magistrate of Second Class, Mahabubabad.
3.	Court Attendant	Special Judicial Magistrate of Second Class, Thorur.

Eligibility criteria for the post of Court Assistant :

- (i) Any retired person who has not exceeded 64 years of age as on 1/7/2026 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.

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 possesses the following qualifications :

- (ii) Must have passed Intermediate Examination conducted by the Telangana State Board of Intermediate examination or any equivalent examination.
- (iii) Who has completed the age of 18 years and must not have completed the age of 34 years as on 1/7/2026. The relaxation of maximum age limit is 5 years in respect of SC/ST and BC candidates and 10 years in respect of Physically challenged and Ex-Service men.
- (iv) Preference will be given to the local candidates, i.e., persons living in the same station or near about place and Rule of reservation need not be followed.

Eligibility criteria for the post of Court Attendant :

- (i) Any retired person who held the post of Office Subordinate or in any other post in the Last Grade Service in the Subordinate Courts or the High Court service.

Provided that, if suitable retired employee from the Last Grade Service in the Subordinate Courts and the High Court Service does not respond to the recruitment notification or otherwise not available, an outsider can be appointed, if he possesses the following qualifications :

- a) Must have passed 7th class examination or any equivalent examination.
- b) Who have completed the age of 18 years and must not have completed the age of 34 years as on 1/7/2026. The relaxation of maximum age limit is 5 years in respect of SC/ST and BC candidates and 10 years in respect of Physically challenged and Ex-Service men.

Preference will be given to the local candidates, i.e., persons living in the same station or near about place and Rule of reservation need not be followed.

General Instructions :-

1. Attested copies of Academic qualification and document evidencing Date of Birth shall be enclosed.

2. One recent passport size photograph of the applicant is to be affixed at the top of the application in the place specified.
3. Retired employees are to produce Retirement Proceedings.
4. Applications to be submitted in enclosed proforma and applications received in any other format will be summarily rejected.
5. No T.A. will be paid for candidate for journey performed in connection with recruitment.
6. Applications with insufficient information will be summarily rejected
7. Applications which do not contain necessary enclosures as detailed above will be rejected.
8. Applications received after 5.00 P.M. on the date prescribed above will not be considered.
9. The Office is not responsible for any postal delay, delay caused by any other service like courier or delay in delivery etc. and no correspondence will be entertained in any respect.
10. Candidate resorting to bring any influence of any kind will be summarily disqualified.
11. The appointing Authority reserves the right to cancel the Notification without assigning any reason thereof.
12. The appointments to the above posts is purely temporary basis on payment of monthly honorarium for a period of two years and the outsiders appointed for the said posts do not confer any right for future employment on regular basis.

NOTE :

As per the Hon'ble High Court Circular ROC.No.802/SO/97, dated 29.01.1998 the Special Judicial Magistrate of Second Class 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.

METHOD OF RECRUITMENT :

Recruitment for the above posts shall be made on the basis of Oral Interview to be held on **17/02/2026 from 04.00 P.M.** in the Chambers of Principal District and Sessions Judge, Mahabubabad. Applicants are informed that no further information with regard to date of Oral Interview will be given. All applicants shall appear before this Office on that day along with original certificates at **03.00 P.M.** After verification of original certificates, eligible candidates will be subjected to Oral Interview.


Principal District and Sessions Judge,
Mahabubabad


28/1/2028

To

1. All the Judicial Officers of Mahabubabad Unit (with a request to ensure display of the said notification on the Notice Boards of their respective Courts
2. The Notice Board of the Prl. District Court, Mahabubabad
3. The Notice Boards of BAR Associations at Mahabubabad and Thorrur
4. The DPRO, Mahabubabad, for publication as a news item in all Newspapers.
5. The System Assistant, Prl. District Court, Mahabubabas with a direction to place the notification in the official website of this Unit.

APPLICATION FOR THE POST OF _____

Affix latest
passport size
duly attested by
Gazetted Officer

P R O F O R M A

01.	Full name of the Applicant (in block letters)	
02.	Father's/ Husband's Name	
03	Date of Birth	
04	Age as on the date of Notification	
05	Caste/ Category	
06	Gender	
07	Nationality	
08	Religion	
09	Educational Qualification	
	a) Academic Qualification	
	b) Technical Qualification	
10	Previous Experience (if any)	
11	Local / Non-local	
12	Address for Correspondence	
13	Mobile Number	

: 2 :

FOR RETIRED JUDICIAL EMPLOYEES :

14	Date of Retirement	
15	Copy of Retirement Proceedings/ PPO to be enclosed	
16	Any punishment awarded during service, if yes to be noted	

DECLARATION

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.

Place :

Date :

Signature of the Applicant