

PROCEEDINGS OF THE PRINCIPAL DISTRICT JUDGE, NALGONDA.

**PRESENT: SMT. P. LAKSHMI SARADA,
PRINCIPAL DISTRICT JUDGE
SURYAPET**

Procs. Dis.No.1198 /2025/A1

Date: 16-06-2025.

Sub: RECRUITMENT – Direct recruitment to the posts of Process Server and Office Subordinate under the Telangana Judicial Ministerial and Subordinate Service Rules – Notifications issued on 02-01-2025 – Applications received through online – The High Court decided to conduct the O.M.R. based examinations on **21-06-2025 (Saturday) from 10.00 a.m. to 11.00 a.m.** for the posts of Office Subordinate (TJMSS) and from **3.00 p.m. to 4.00 p.m.** for the posts of Process Server (TJMSS) and 22.06.2025 (Sunday) **from 10.00 a.m. to 11.00 a.m.** for the posts of Office Subordinate (TSHC) at the examination Center at Suryapet as per Annexure I to V - **Nomination of “Center In-charges”, “Floor In-charges” and also deputation of the Staff members for conducting Offline OMR examination – Orders – Issued.**

Ref:- Hon’ble High Court’s ROC No.666 and 789/2024-RC, dated 10.06.2025.

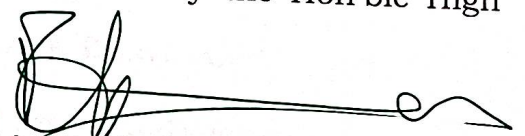
ORDERS:

In pursuance of the letter of the Hon’ble High Court under reference cited, the Hon’ble High Court for the State of Telangana is conducting the Offline O.M.R. based examinations of objective type with multiple choice questions on **21-06-2025 (Saturday) from 10.00 a.m. to 11.00 a.m.** for the posts of Office Subordinate (TJMSS) and from **3.00 p.m. to 4.00 p.m.** for the posts of Process Server (TJMSS) and 22.06.2025 (Sunday) **from 10.00 a.m. to 11.00 a.m.** for the posts of Office Subordinate (TSHC).

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Sl. No.	Name of the Post	Name and Address of examination Centre	No. of candidates allowed to appear for the post Office Subordinate.
1.	Office Subordinate (TJMSS) on 21.06.2025 (Morning Session) Timings: 10.00 AM to 11.00 AM	Sri Venkateswara College, H.No. 1-1-1, Amaravadi Nagar, Beside Govt. Medical College, Suryapet, 508213	678
2	Process Server (TJMSS) on 21.06.2025 (Afternoon Session) Timings: 03.00 PM to 04.00 PM	Sri Venkateswara College, H.No. 1-1-1, Amaravadi Nagar, Beside Govt. Medical College, Suryapet, 508213	375
5.	Office Subordinate (TSHC) on 22.06.2025 (Morning Session) Timings: 10.00 AM to 11.00 AM	Sri Venkateswara College, H.No. 1-1-1, Amaravadi Nagar, Beside Govt. Medical College, Suryapet, 508213	261

Hence, the Chief Invigilator-cum-Principal District and Sessions Judge, Suryapet is pleased to nominate the Judicial Officers, Staff members working in Suryapet District Judiciary as per the **Annexure I to III** enclosed herewith for smooth conducting of the examination process, as directed by the Hon'ble High Court.


Chief Invigilator - cum-
Principal District Judge,
Nalgonda. 16/6/25

Encls:
Annexures I to III.

To

1. Smt. Farheen Kouser, Senior Civil Judge, Suryapet
2. Smt. G. Rajitha, Principal Junior Civil Judge, Suryapet.
3. Ms. Apurva Ravali, I Additional Junior Civil Judge, Suryapet
4. Concerned Staff Members
(Through their Presiding Officers)

Copy to:
The Registrar (Recruitment), Hon'ble High Court for the State of Telangana,
Hyderabad.

Annexure – I : DIRECT RECRUITMENT FOR THE POST OF OFFICE SUBORDINATE (TJMSS)

Name of the Examination Centre : **SRI VENKATESWARA COLLEGE, SURYAPET.**

No. Of Candidates : (678) Date and time of Examination: 21-06-2025 from 10.00 a.m. to 11.00 a.m (Morning Session).

Chief Invigilator : Smt. P. Lakshmi Sarada, Principal District & Sessions Judge, Suryapet

Sl. No.	Centre Incharge	Floor No.	Floor In-charge	Room No.	Capacity Room	Help Desk Incharge Sarvasri	In charge to receive mobiles, bags etc.	Scribe (02) persons for each examination centre	Incharge for verification of candidates, Packing of exam. Papers and also to assist Floor incharges
1	Smt. P. Lakshmi Sarada, Principal District & Sessions Judge, Suryapet <i>Smt. Farheen Kouser, SCJ, Srpt to assist Centre Incharge</i>	Ground Floor	Smt. G. Rajitha Principal Junior Civil Judge, Suryapet.	2	20	1. Sri A. Madhukar , Senior Assistant, IADJ Court, Suryapet. 2. Sri G. Venkateshwarlu , Junior Assistant, District0 Court Suryapet.	1. Sri P. Subash Chandra Bose , Junior Asst., PJCJ Court , Suryapet. 2. Smt. P. Priyanka , Field Asst., I ADJ Court, Suryapet. 3. Sri D. Krishnaiah , Record Asst., PJCJ Court , Suryapet..	1. Sri P. Satyendra , Copyist, District Court, Suryapet. 2. Sri Sk. Raheem , Copyist, District Court, Suryapet.	1. Sri. P. Naganjaneyulu , Sr. Supdt., PDJ Court, Suryapet. 2. Sri. B. Srikanth Reddy , Sr. Supdt. PDJ Court, Suryapet. 3. Sri Junaid Bin Hameed , Supdt, PDJ Court, Suryapet 4. Sri G. Brahma Reddy , Supdt, PDJ Court, Suryapet.
2				3	20				
3				6	20				
4				7	20				
5				8	20				
6				9	30				
7				10	30				
8				11	34				
9				12	24				
10				13	24				
11				14	24				
12				15	20				
13				16	24				
14				17	20				
15				18	36				
16		I Floor	Ms. Apurva Ravali , Additional Junior Civil Judge, Suryapet.	19	26				
17				20	31				
18				21	20				
19				22	20				
20				23	24				
21				25	60				
22				26	14				
23				27	24				
24				29	31				
25				30	62				
			Total:	25 rooms	678				

Annexure – II: DIRECT RECRUITMENT FOR THE POST OF PROCESS SERVER (TJMSS)

Name of the Examination Centre : **SRI VENKATESWARA COLLEGE, SURYAPET.**
 No. Of Candidates : (375) Date and time of Examination: 21-06-2025 from 03.00 P.M. to 04.00 P.M (Afternoon Session).
 Chief Invigilator : Smt. P. Lakshmi Sarada, Principal District & Sessions Judge, Suryapet

Sl. No.	Centre Incharge	Floor No.	Floor In-charge	Room No.	Capacity Room	Help Desk Incharge Sarvasri	In charge to receive mobiles, bags etc.	Scribe (02) persons for each examination centre	Incharge for verification of candidates, Packing of exam. Papers and also to assist Floor incharges
1	Smt. P. Lakshmi Sarada, Principal District & Sessions Judge, Suryapet <i>Smt. Farheen Kouser, SCJ, Srpt to assist Centre Incharge</i>	Ground Floor	Smt. G. Rajitha Principal Junior Civil Judge, Suryapet.	2	20	1. Sri A. Madhukar , Senior Assistant, IADJ Court, Suryapet. 2. Sri G. Venkateshwarlu , Junior Assistant, District Court Suryapet. 3. Sri D. Krishnaiah , Record Asst., PJCJ Court , Suryapet..	1. Sri P. Subash Chandra Boase , Junior Asst., PJCJ Court , Suryapet. 2. Smt. P. Priyanka , Field Asst., I ADJ Court, Suryapet. 3. Sri D. Krishnaiah , Record Asst., PJCJ Court , Suryapet..	1. Sri P. Satyendra , Copyist, District Court, Suryapet. 2. Sri Sk. Raheem , Copyist, District Court, Suryapet.	1. Sri. P.Naganjaneyulu , Sr. Supdt., PDJ Court, Suryapet. 2. Sri. B. Srikanth Reddy , Sr. Supdt. PDJ Court, Suryapet. 3. Sri Junaid Bin Hameed , Supdt, PDJ Court, Suryapet 4. Sri G. Brahma Reddy ,Supdt, PDJ Court, Suryapet.
2				3	20				
3				6	20				
4				7	20				
5				8	20				
6				9	30				
7				10	30				
8				11	34				
9				12	24				
10				13	24				
11				14	24				
12		I Floor	Ms. Apurva Ravali , Additional Junior Civil Judge, Suryapet.	15	20				
13				16	24				
14				17	20				
15				18	36				
16				19	9				
			Total:	16 rooms	375				

Annexure – III: DIRECT RECRUITMENT FOR THE POST OF OFFICE SUBORDINATE (TSHC)

Name of the Examination Centre : SRI VENKATESWARA COLLEGE, SURYAPET.
 No. Of Candidates : (261) Date and time of Examination: 22-06-2025 from 10.00 A.M. to 11.00 A.M
 Chief Invigilator : Smt. P. Lakshmi Sarada, Principal District & Sessions Judge, Suryapet

Sl. No.	Centre Incharge	Floor No.	Floor In-charge	Room No.	Capacity Room	Help Desk Incharge Sarvasri	In charge to receive mobiles, bags etc.	Scribe (02) persons for each examination centre	Incharge for verification of candidates, Packing of exam. Papers and also to assist Floor incharges
1	Smt. P. Lakshmi Sarada, Principal District & Sessions Judge, Suryapet <i>Smt. Farheen Kouser, SCJ, Srpt to assist Centre Incharge</i>	Ground Floor	Smt. G. Rajitha Principal Junior Civil Judge, Suryapet.	2	20	1. Sri A. Madhukar, Senior Assistant, IADJ Court, Suryapet. 2. Sri G. Venkateshwarlu, Junior Assistant, District Court Suryapet.	1. Sri P. Subash Chandra Boase, Junior Asst., PJCJ Court, Suryapet. 2. Smt. P. Priyanka, Field Asst., I ADJ Court, Suryapet. 3. Sri D. Krishnaiah, Record Asst., PJCJ Court, Suryapet..	1. Sri P. Satyendra, Copyist, District Court, Suryapet. 2. Sri Sk. Raheem, Copyist, District Court, Suryapet.	1. Sri. K.V. Srikanth, Sr. Supdt., PDJ Court, Suryapet. 2. Sri. B. Srikanth Reddy, Sr. Supdt. PDJ Court, Suryapet. 3. Sri Junaaid Bin Hameed, Supdt, PDJ Court, Suryapet 4. Sri G. Brahma Reddy, Supdt, PDJ Court, Suryapet.
2				3	20				
3				6	20				
4				7	20				
5				8	20				
6				9	30				
7				10	30				
8				11	34				
9				12	24				
10				13	24				
11				14	19				
			Total:	11 rooms	261				