

OFFICE OF THE PRINCIPAL DISTRICT JUDGE :: SURYAPET

NOTIFICATION

Dis.No. 1599 /2025/A1

Dated 23.07.2025

Applications are invited from the eligible candidates upto 5.00 pm., on **18.08.2025** to fill up the following posts (on contract basis) in the prescribed format enclosed herewith.

Name of the post	Remuneration per month	Term of the post	Total posts	Name of the Court which the post is vacant
Court Attendant	Rs. 3,000/-	2 years	1 post	Special Judicial Magistrate of II Class, Kodad

The applications shall be sent in a closed cover addressed to the PRINCIPAL DISTRICT AND SESSIONS JUDGE, SURYAPET by way of Registered Post (or) Courier only.

I. ELIGIBILITY:

- Must have passed 7th class examination for the post of Court Attendant.
- Any retired person who held post of Attender, Process Server or in any post in the last grade service in the any Government Department is eligible for appointment of Court Attendant. Provided that if suitable retired employee from Judicial Department is not available outsider will be given preference.

II. AGE:

- a) Any retired employee who has at least one year to complete 65 years of age at the date fixed by the Court in the year of recruitment shall alone be eligible.
- b) As on 01.07.2025 the candidates (who are not retired employee) must not have completed (34) years and must have completed (18) years. The relaxation of maximum age limit is 5 years in respect of SC/ST and BC candidates and 10 years in respect of physically handicapped and Ex-Service Men.

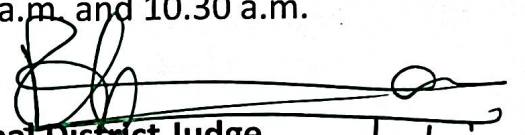
III. Self attested copies of the documents to be enclosed to the application

- Certificates of Academic qualification.
- Certificate evidencing date of birth.
- One recent passport size photograph of the applicant is to be affixed at the top of the application in the place specified.
- Retired employees have to produce retirement proceedings.

IV. GENERAL INSTRUCTIONS:

1. Application to be submitted in the enclosed proforma and applications received in any other format will be summarily rejected.
2. In the event of more than 20 candidates applying for each vacancy such applications will be short listed on the basis of marks obtained in the qualifying examination and the candidates who are considered most suitable for appointment will be called
3. No. T.A. will be paid for candidate for journey performed in connection with recruitment.
4. Applications with insufficient information will be summarily rejected.
5. Applications, which do not contain necessary enclosures as detailed above will be rejected.
6. Applications received after 5.00 p.m. on the date prescribed above will not be considered.

7. 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.
8. Candidate resorting to bring any influence of any kind will be summarily disqualified.
9. The appointing Authority reserves the right to cancel the notification without assigning any reason thereof.
10. As per the Hon'ble High Court Circular ROC.No. 802/SO/97, dt, 29.01.1998 the Spl. Judl. 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. and 10.30 a.m.


Principal District Judge
Suryapet.

24/7/25-

To

1. All the Prl. District Judges in Telangana State.
 2. The District Collector, Suryapet.
 3. All the Judicial Officers working in the Unit of District Judge, Suryapet
 4. The Revenue Divisional Officer, Suryapet.
 5. The Mandal Revenue Officer, Suryapet.
 6. The Notice Board, District Court, Suryapet.
 7. The System Assistant, Prl. District Court, Suryapet
- (with a direction to place the said notification in the official website of this Unit)

With a request to display the Notification in the notice boards of their Respective offices.

Copy submitted to:

The Registrar General, High Court for the State of Telangana, Hyderabad.

For favour of information