

OFFICE OF DISTRICT LEGAL SERVICES AUTHORITY, SURYAPET

NOTIFICATION

Dis.No. 216 /DLSA/2026

Date: 25.02.2026

Sub: Notification for filing up post in the office of Legal Aid Defense Counsel System, Suryapet – Reg.

Ref: ROC No. 2025/TLSA/2022, dated 25-08-2022 of the Member Secretary, Telangana State Legal Services Authority, Hyderabad.

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Applications are invited for the following category of post in District Legal Services Authority, Suryapet.

Sl. No	Name of the Post	Number of Posts	Age Limit	Qualifications	Mode of recruitment	Remuneration
1.	Office Peon (Munshi/ Attendant)	01	As on 24-2-2026 the candidate must not have completed the age of 34 years. The relaxation of maximum age limit in respect of SC/ST/BC/EWS is 5 years.	Minimum qualification is 7 th Class pass or equivalent.	Contract Basis	Rs.14,000/-PM

Interested candidates shall submit their Bio-Data along with requisite educational certificates to this office **on or before** 10/3/26.

Applications received after due date will not be accepted.

METHOD OF RECRUITMENT:

1. The appointments will be made basing upon the guidelines issued by National Legal Services Authority Modified Scheme 2022 and Legal Aid Defense Counsel Scheme 2022.
2. Oral Interview date will be informed to the applicants of Peon post over Phone/WhatsApp/Mail/Massage.

3. Preference will be given to the candidates who applied for Peon post if they experience in four wheeler driving and they shall submit copy of Driving License.

ATTESTED COPIES OF DOCUMENTS TO BE ENCLOSED TO APPLICATION:

1. Certificate of academic qualifications such as marks list, pass certificate, provisional certificate, testimonials and other certificates to prove their technical efficiency, if any.
2. Date of Birth Certificate.
3. Community Certificate in case of SCs/STs/BSs/EWs issued by the competent Authority.
4. Certificate in respect of Local/Non-Local Candidature in terms of Presidential Order, 1975.
5. A Self addressed registered post cover with acknowledgment worth of Rs.75/- or as fixed by the Postal department for R.P.A.D.

GENERAL INSTRUCTIONS:

1. The selected candidates will be appointed only on Contract Basis with fixed Remuneration only for a period of 1 year with a stipulation of extension on yearly basis on satisfactory performance.
2. In case if the work and conduct of the selected candidate is not satisfactory, he/she shall be terminated from service without issuing any prior notice.
3. The selected candidates are not eligible for the benefit of other service rules and their pay is only consolidated one.
4. The contract appointment shall automatically ceases to be in operation unless a fresh proposal is made and a fresh contract is entered into.
5. No TA and DA will be paid for the Journey performed in connection with the Appointment.
6. Applications with insufficient information will be summarily rejected.
7. Applications received after due date and time will not be entertained.
8. The Candidates must have completed 18 years and below 34 years of age, the age relaxation will be given to SC/ST/BC/Other communities in accordance of GOs.
9. No correspondence will be entertained in any manner.
10. Candidates resorting to bring influence of any kind will be disqualified summarily.
11. The Selected candidates has to produce Medical fitness certificate obtained from the Doctor who is not below the rank of civil assistant surgeon and also should enter into an agreement/ Contract with the undersigned with regard to terms and conditions as the appointing authority deems fit and proper.

Work Profiles:

1. General work of MTS (Multi Tasking Staff), Munshi or Peon,
2. Cleaning the office before the commencement of office hours,
3. Ensuring that all places in the office are kept clean,
4. Bringing and Serving water, beverages to the visitors in the office,
5. Carrying dark, misc. work etc.,
6. Any other work assigned by Legal Services Authority.



Chairperson
District Legal Services Authority,
Suryapet

24/2/26

To,

1. The District Collector, Suryapet with a request to cause display for wide publicity.
2. The Secretary District Legal Services Authority, Suryapet.
3. All the Judicial Officers in this Unit with a request to cause the display of the notification on the notice boards of their respective Notice Boards for wide publicity.
4. The District Public Relation Officer, Suryapet for wide publicity.

DISTRICT LEGAL SERVICES AUTHORITY SURYAPET

NOTIFICATION

Dis.No. /DLSA/2026,

Dated: -2026

APPLICATION FOR THE POST OF OFFICE PEON (MUNSHI/ATTENDANT)

PROFORMA

Affix Latest
Passport size
photograph duly
attested by
Gazetted Officer

1.	Full Name of the Applicant (Block letter)	:	
2.	Father's / Husband's name	:	
3.	Date of Birth	:	
4.	Age as on the date of notification	:	
5.	Caste/Category	:	
6.	Gender	:	
7.	Nationality	:	
8.	Religion	:	
9.	Educational Qualifications	:	
	a) Academic		

	b) Technical	
	c) Others (If any)	
10.	Previous Experience (If Any)	:
11.	Local/Non-Local	:
12.	Permanent Address	:
13.	Address for correspondence	:
14.	Mobile Number	:
15.	Gmail I.D	:

Declaration

I, solemnly declare that, the above information submitted by me is true and correct to the best of my knowledge. If any information submitted by me is found to be false and incorrect action may be initiated against me.

Place:

Date:

Signature of the Candidate / Applicant