

PRINCIPAL DISTRICT AND SESSIONS COURT, RANGAREDDY DISTRICT

NOTIFICATION

6710
Dis.No. /Admn/2021

Dated 01 -12-2021

Applications are invited from the eligible candidates upto 5-00 p.m. on 31/12/21 in the format enclosed herewith for appointment to the posts of Court Assistants and Court Attendants in the Courts of Special Metropolitan Magistrate / Special Judicial Magistrate of Second Class, Rangareddy District.

The applications shall be addressed to the Prl. District and Sessions Judge, Rangareddy District at LB Nagar and submit the applications by hand in the Office of the Prl. District and Sessions Court, LB Nagar (or) through post.

The term of the post of Court Assistant and Court Attendant is two years (2) years and shall be paid remuneration of Rs.5,000/- for Court Assistant and Rs.3,000/- for Court Attendant per month.

S.No.	Name of the Court	Vacancies of	
		Court Assistant	Court Attendant
1	I Special Metropolitan Magistrate Court, Rangareddy District at LB Nagar.	01	01
2	II Special Metropolitan Magistrate Court, Rangareddy District at Hayatnagar	01	01
3	III Special Metropolitan Magistrate Court, Rangareddy District at Rajendranagar.	01	01
4	IV Special Metropolitan Magistrate Court, Rangareddy District at Kukapally.	01	01
5	V Special Metropolitan Magistrate Court, Rangareddy District at Malkajgiri.	01	01
6	VI Special Metropolitan Magistrate Court, Rangareddy District(Excise) at LB Nagar.	01	01
7	VII Special Metropolitan Magistrate Court, Rangareddy District at Medchal.	01	01
8	VIII Special Metropolitan Magistrate Court, Rangareddy District at Ibrahimpattanam.	01	01
9	Special Judicial Magistrate of Second Class, Vikarabad	01	01
10	Special Judicial Magistrate of Second Class, Vikarabad, Tandur	01	01
Sanctioned under 13th Finance Commission			
1	IX Special Metropolitan Magistrate Court, Rangareddy District at Hayatnagar	01	01
2	X Special Metropolitan Magistrate Court, Rangareddy District at Rajendranagar	01	01
3	XI Special Metropolitan Magistrate Court, Rangareddy District at Kukapally	01	01
4	XII Special Metropolitan Magistrate Court, Rangareddy District at Malkajgiri	01	01
5	Special Judicial Magistrate of Second Class, Chevella	01	01
Total Posts		15	15

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I) ELIGIBILITY CRITERIA

a) Court Assistant

- 1) Must have passed Intermediate examination conducted by Telangana State Board of Intermediate Education or its equivalent.
- 2) Any retired person who held any post i.e. Junior Assistant, Typist, Copyist, Examiner in the Judicial Department is eligible.

b) Court Attendant

- 1) Must have passed 7th Class examination for the post of Court Attendant
- 2) Any retired person who held the post of Office Subordinate (Attender), Process Server or in any post in the Last Grade Service in the Judicial Department is eligible.

II) AGE:

- 1) As on 01.07.2021 the candidates 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-Servicemen.
- 2) Any retired employee who crossed the age limit of 65 years shall not be eligible for the appointment of Court Assistant and Court Attendant.

III) DOCUMENTS TO BE ENCLOSED TO THE APPLICATION:


- Attested copy of certificates of Academic qualification.
- Attested copy of certificate evidencing date of birth.
- One recent passport size photograph of the applicant is to affixed at the top of the application in the place specified.
- Retired employees are to produce retirement proceedings.

IV) GENERAL INSTRUCTIONS:

- Applications to be submitted in the enclosed perform and applications received in any other format will be summarily rejected.
- Preference shall be given to the retired employees and if suitable retired employee is not available, local candidates i.e. persons living in the same station or near about places can be considered.
- In the event of more than 20 candidates, applying for each vacancy, such applications will be shortlisted on the basis marks obtained in the qualifying examination and the candidates who are considered most suitable for appointment will be called.
- No TA will be paid for candidates for journey performed in connection with recruitment.
- Applications with insufficient information will summarily rejected.
- Applications, which do not contain necessary enclosures as detailed above will be rejected.
- Any retired employee who has taken voluntary retirement on the ground of medical invalidation, retired on compulsory retirement from the service, dismissed or removed from service shall not be eligible for appointment.
- The applicants must be fit medically and also must be alert mentally.

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- Applications received after 5-00 pm on the date prescribed above will not be considered.
- 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.
- Candidate resorting to bring any influence of any kind will be summarily disqualified.
- The appointment authority reserves the right to cancel the notification without assigning any reason thereof.
- As per the Hon'ble High Court Circular Roc.No.802/SO/97, dated 29.01.1998, the Special Metropolitan Magistrate Courts / 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 am to 10.30 am.


FAC Prl. District and Sessions Judge
Rangareddy District
Prl. District and Sessions Judge
Ranga Reddy Dist.

- 1) To
- 2) All the Judicial Officers in this Unit
- 3) The Notice Board of the District Court, R.R.District
- 4) The Notice Boards of all the Courts in the Unit.
- 5) The System Officer, District Court, R.R.District (with a direction to place the said notification in the official website of this Court)
- 6) Spare Copy

APPLICATION FOR THE POST OF _____

Ref: District Court, Rangareddy District Notification Dis.No. _____/2021, dated _____

Recent
Passport Size
Photograph
Duly attested
by Gazetted
Officer

1.	Name of the Applicant (in Block letters)	:	
2.	Father's /Husband's Name	:	
3.	Date of Birth and Age (as on 01.07.2021)	:	
4.	Designation and date of retirement	:	
5.	Address for Correspondence (with mobile number)	:	
6.	Permanent Address	:	
7.	Category	:	
8.	Educational Qualifications	:	
9.	Technical Qualifications	:	
10.	Previous experience, if any	:	
11.	Local/Non Local	:	
12.	List of Certificates enclosed (only Xerox copies should be enclosed)	:	

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.

Station:

Signature of the Applicant

Date:

(Full Name of the Candidate)