

PRL. DISTRICT AND SESSIONS COURT :: KHAMMAM

Dis. No. 731

Date: 1.02.2017

NOTIFICATION

Applications are invited for Appointment to the Post of **COMPUTER ASSISTANT** on **CONTRACT BASIS** upto 5.00 P.M. on 25.02.2017 in the format enclosed herewith for appointment to the above post in the Unit of Principal District and Sessions Judge, Khammam.

The applications should be addressed to the PRINCIPAL DISTRICT AND SESSIONS JUDGE, KHAMMAM.

Sl. No.	Name of the Post	No. of Vacancies	Category
01.	COMPUTER ASSISTANT	01	Un-Reserved

01. EDUCATIONAL QUALIFICATIONS :

- iv) Must have passed Intermediate Examination conducted by A.P.State Board of Intermediate Examination or any equivalent examination.
- v) Must have passed and have sufficient Software and Hardware knowledge.
- vi) Preference shall be given to those who possess any Technical Qualifications from Recognized Institutions.

02. AGE LIMIT :

1. As on 01.07.2017 the candidates must not have completed (34) years and must have completed (18) years.
2. The age relaxation of maximum age limit is 5 years in respect of SCs/STs and BC candidates and 10 years in respect of Physically handicapped and Ex-Service Men as per Rules under 12 (c)i) of A.P. State and Subordinate Service Rules 1996.

03. The following attested copies should be enclosed to the Applications.

- i) Certificate of Academic and Technical Qualifications
- ii) Date of Birth Certificate
- iii) Community Certificate (In case of Reserved categories) issued by Authority not less than rank of Tahsildar).
- iv) Any other relevant Certificate.

- v) A duly stamped Rs.25/- (Rupees twenty five only) self addressed Registered Postal Cover, with acknowledgment should be enclosed.
- vi) Enclose study Certificates from VII to X classes in respect of Local Candidates in terms of para 7(a) of the Presidential Order, 1975 or candidates claiming local candidature as per their Residence, shall be accepted, only, if they have not studied in any Educational Institution, but appeared directly as a Private candidate for SSC examination have to submit Residence Certificate in Annexure-1 for four years prior to the S.S.C. examination.

04. GENERAL INSTRUCTIONS:

- l) Appointments will be made only on the basis of Presidential Orders issued under Article 371-D of the Constitution of India and subject to Rule of Reservation.
- m) Applications are to be submitted in proforma prescribed which is enclosed herewith and applications received in any other format will be summarily rejected.
- n) No T.A. will be paid for the journey performed in connection with Recruitment
- o) Applications with insufficient information will be summarily rejected.
- p) Applications which do not contain necessary enclosures as detailed above will be rejected.
- q) Applications received after 5.00 P.M. on 25 .02.2017 will not be accepted.
- r) Applications which were received prior to this Notification will not be considered.
- s) This Office is not responsible for any postal delay, delay caused by any other service like courier or delay in delivery etc.
- t) Mere applying will not give any right to any person to be called for either written examination/ interview as the applications of the candidates will be shortlisted, as per the guidelines issued by the Hon'ble High Court from time to time.
- u) There will be a SKILL TEST in SOFT WARE AND HARD WARE.
- v) The Principal District and Sessions Judge, Khammam has right to cancel the Notification, without assigning any reason.


PRL.DISTRICT AND SESSIONS JUDGE,
KHAMMAM

To

1. The Registrar (Recruitment), Hon'ble High Court of Judicature at Hyderabad for the State of Telangana and for the State of A.P. for information (with a covering letter)
2. Notice Board, District Court, Khammam
3. All the Judicial Officers in the Unit of District Judge, Khammam
4. The Collector & District Magistrate, Khammam
5. The District Employment Officer, Khammam
6. All the District Judges in the State of Telangana for information and with a request to cause affixture of the same on the notice board of their respective courts.
7. The System officer, PRL District Court, Khammam
(to place H.O. Secd notification in the official website)

JUDICIAL DEPARTMENT, PRL. DISTRICT AND SESSIONS COURT, KHAMMAM.

Notification

Date: .02.2017

APPLICATION FORM

APPLIED FOR THE POST OF **COMPUTER ASSISTANT
(ON CONTRACT BASIS)**

Photo duly
attested by the
Gazetted
officer.

1. **NAME OF THE APPLICANT WITH SURNAME** :
(in full with capital letters)

2. **FATHER'S NAME/HUSBAND'S NAME** :
(in capital letters)

3. **DATE OF BIRTH** (proof should be enclosed) :
and Age (in completed years as on
01.07.2017

4. **POSTAL ADDRESS** :

5. **NATIVE PLACE WITH DISTRICT** :
(proof should be enclosed)

6. **Community (OC/SC/ST/BC)** :

7. **Whether belongs to** : PH VH HH Ex.SM

8. **Educational Qualifications:** :

Examination passed	Name of the Board/University/School	Month & year of passing	Marks obtained	Total marks	% of marks
SSC/Matric					
*Intermediate/ Puc/10+2/ Polytechnic					
Degree					
Post-Graduate					
Technical Qualifications					
Other qualifications if any.					

** Qualifying Examination Marks and Percentage is Compulsory.

1/2/1

9. Local Employment Exchange Registration :
Number with date of last renewal.
10. Previous experience, if any, :
11. Involved in any Criminal cases (if yes,
Give details thereof) :
12. **Local/Non-Local** :
(Attested copies of relevant certificates
Should be enclosed for proof)
13. Working in State/Central Government
(if so, the particulars) :

SIGNATURE OF THE CANDIDATE

DECLARATION

I hereby declare that all the entries/statements made in this application are true complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the examination/ interview/ appointment, action can be taken against me by the authority. I have read the provisions in the notification carefully and I hereby undertake to abide by them.

I further declare that I fulfill all the conditions of eligibility regarding the age limit/education qualifications etc., prescribed for appointment to the post to which I am applying.

Station:

SIGNATURE OF THE CANDIDATE

Date: