



HIGH COURT FOR THE STATE OF TELANGANA

RECRUITMENT CALENDAR

2025

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PART - A
**(Recruitment Calendar for filling up vacancies in the District Judiciary under the
Telangana Judicial Ministerial and Subordinate Service)**

UNDER DIRECT RECRUITMENT

NON-TECHNICAL POSTS

(Junior Assistant, Field Assistant, Examiner, Record Assistant, Process Server)

Total Vacancies - 1277

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of Online Application	08-01-2025
Closing Date for Submission of Online Application	31-01-2025
Starting Date for submission of Online Application for eligible contract and outsourcing employees working in the District Judiciary, District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	10-02-2025
Closing Date for submission of Online Application for eligible contract and outsourcing employees working in the District Judiciary, District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	25-02-2025
Downloading of Hall Tickets for the Computer based examination	Date will be intimated in due course
Date of Examination	April, 2025 (Date and Time of Examination will be intimated later)

TECHNICAL POSTS

(Stenographer Grade-III, Typist, Copyist)

Total Vacancies - 184

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of Online Application	08-01-2025
Closing Date for Submission of Online Application	31-01-2025
Starting Date for submission of Online Application for eligible contract and outsourcing employees working in the District Judiciary, District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	10-02-2025
Closing Date for submission of Online Application for eligible contract and outsourcing employees working in the District Judiciary, District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	25-02-2025
Downloading of Hall Tickets for the Computer based examination	Date will be intimated in due course
Date of Examination	June, 2025 (Date and Time of Examination will be intimated later)

PART - B
**(Recruitment Calendar for filling up vacancies in the High Court for the State of
Telangana)**

UNDER DIRECT RECRUITMENT

**TENTATIVE SCHEDULE FOR RECRUITMENT PROCESS FOR FILLING UP VACANCIES IN THE HIGH
COURT:**

(Court Master, Computer Operator, Assistant, Examiner, Typist, Copyist, System Assistant and
Office Subordinate)

Total Vacancies - 212

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of Online Application	08-01-2025
Closing Date for Submission of Online Application	31-01-2025
Starting Date for submission of Online Application for eligible contract and outsourcing employees working in the Service of the High court for the State of Telangana and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	10-02-2025
Closing Date for submission of Online Application for eligible contract and outsourcing employees working in the Service of the High court for the State of Telangana and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	25-02-2025
Downloading of Hall Tickets for the Computer based examination	Date will be intimated in due course
Date of Examination	April, 2025 (Date and Time of Examination will be intimated later)

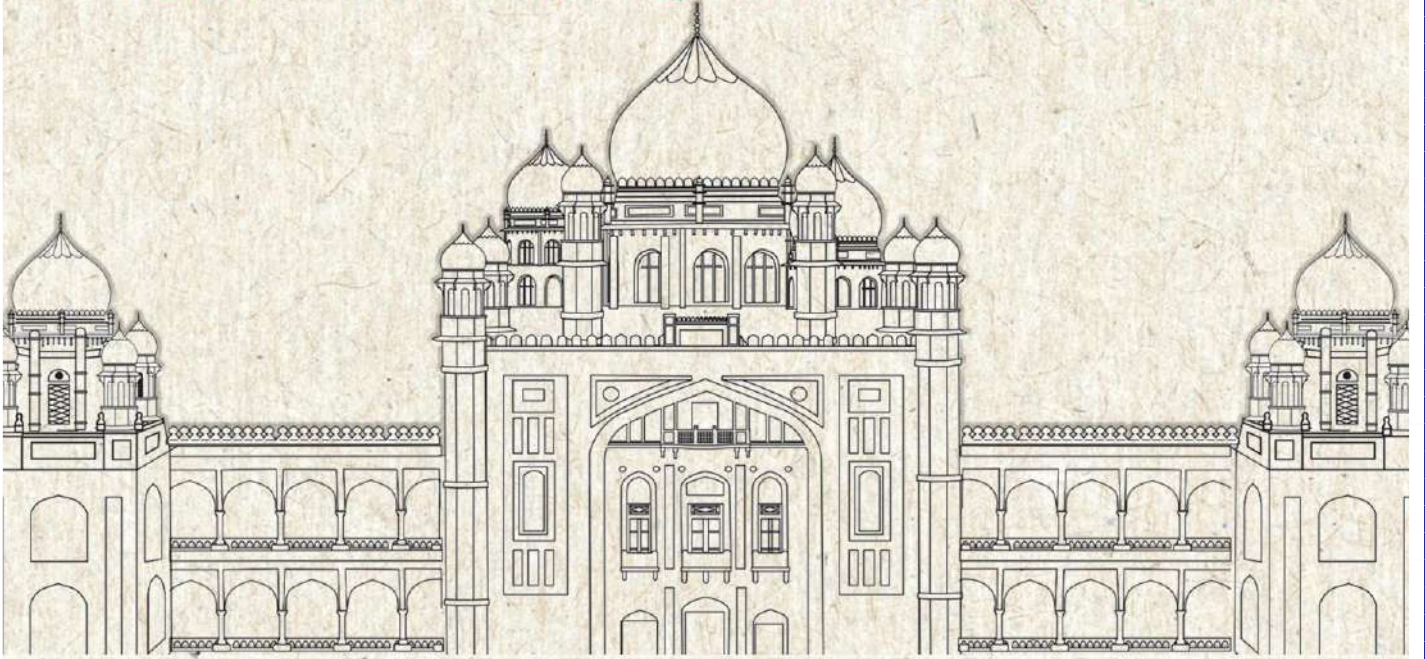
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NOTE:

- The dates, mentioned in the PART-A and PART-B of this Calendar Document, are tentative and may be changed due to administrative reasons.
- The High Court for the State of Telangana reserves the right either to increase, decrease the number of vacancies or cancel the notification, at any stage, without assigning any reason thereof.
- Refer *the Telangana Judicial Ministerial and Subordinate Service Rules, 2018* (GO.Ms.No.29, Dt. 18.05.2018 to be read with GO.Ms.No.37, Dt. 20.05.2021 and GO.Ms.No.97, Dt. 05.08.2022 (amended from time to time)) for the District Judiciary posts.
- Refer *Service Rules of the High Court for the State of Telangana, 2019 (amended from time to time)* for the High Court posts.



HIGH COURT FOR THE STATE OF TELANGANA



2025

JANUARY

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY

M	T	W	T	F	S	S
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17	18	19	20	21	22	23
24	25	26	27	28		

MARCH

M	T	W	T	F	S	S
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3	4	5	6	7	8	9
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL

M	T	W	T	F	S	S
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27	28	29	30			

MAY

M	T	W	T	F	S	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE

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					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JULY

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST

M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER

M	T	W	T	F	S	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Important Dates are denoted by Coloured circles.

Legend: ● - State Ministerial and Subordinate Service, and ● - High Court Service.

Please visit the High Court Website for latest updates on Recruitment Notifications (<https://tshc.gov.in/getRecruitDetails>) or Scan the below QR Code:





NOTIFICATION No. 101/2025, DATED 02.01.2025 FOR DIRECT RECRUITMENT TO THE POSTS OF COURT MASTERS/PERSONAL SECRETARIES TO THE HON'BLE JUDGES AND REGISTRARS IN THE SERVICE OF THE HIGH COURT FOR THE STATE OF TELANGANA.

1. Applications are invited through ONLINE for direct recruitment to the posts of **COURT MASTERS / PERSONAL SECRETARIES TO THE HON'BLE JUDGES AND REGISTRARS** (Category 6 of Division - I (Gazetted)) in the Telangana High Court Service, carrying scale of pay of Rs. **54220-133630**.
2. The online application portal will be available in the High Court's website viz., "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from **08.01.2025 to 31.01.2025**. The Last date for submission of application through online is **31.01.2025 upto 11.59 p.m.** No other mode of application will be entertained.
3. The detailed examination schedule will be hosted in the High Court's website viz., <https://tshc.gov.in> The applicants are required to visit the official website of the High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment process.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible contract and outsourcing employees working in the Service of the High Court for the State of Telangana, and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	10-02-2025

Closing Date for submission of online Application for eligible contract and outsourcing employees working in the Service of the High Court for the State of Telangana, and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	25-02-2025
Download of Hall Tickets for Skill Test	Date will be intimated in due course
Tentative date of Skill Test	Date and Time will be intimated later.

4. VACANCY POSITION:

Class/Category	Number of posts
OC	3 (1 W)
E.W.S	1
BC-A	1
BC-B	1 (W)
BC-E	1
SC	1
ST	4 (2 W)
TOTAL	12 (4 W)

Note:

- a) Modified nomenclature of BC's (Backward Classes) is Socially and Educationally Backward Classes.
- b) Selection of candidate against BC-E vacancy will, however, be subject to outcome of Civil Appeal Nos.2628 - 2637/2010 pending consideration before the Hon'ble Supreme Court of India.
- c) **The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel the notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.**

d) If provisionally selected candidate does not join the post, the next meritorious candidate will be considered for provisional selection, by following the Rule of Reservation.

5. EDUCATIONAL QUALIFICATIONS:

- a)** A Degree in Arts or Science or Commerce or Law of a University in India established or incorporated by or under a Central Act, Provincial Act or a State Act or from any institution recognized by the University Grants Commission or any other degree equivalent to such qualification, and
- b)** Must have passed the Government Technical Examination with a speed of 180 w.p.m. in English Shorthand. (However, candidates who have passed 150 w.p.m in English Shorthand test can also apply), and
- c)** Must have passed the Government Technical Examination in Typewriting Higher Grade in English (with a speed of 45 words per minute).
- d)** The candidates should possess all the requisite qualifications as indicated above as on the date of publication of this notification.

Note : The applicants who have passed the aforesaid Shorthand and Typewriting examinations from the Government Technical Education Boards/Institutions, other than the Telangana State Board of Technical Education, they have to submit the 'equivalency certificate' from the Telangana State Board of Technical Education.

6. AGE LIMIT:

- a)** As on 01-07-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.
- b)** The relaxation of maximum age limit in respect of SCs/STs or the Aboriginal Tribes in the Agency areas, BCs, and EWS is 5 years, and in case of persons with disability (PWD) shall be given age relaxation of 10 years.
- c)** The relaxation of maximum age limit in respect of Ex-serviceperson will be as per Rule 12(1)(c) (i) of Telangana State and Subordinate Service Rules.

- d) The upper age limit will be relaxed to the candidates who are presently working on contract and outsourcing basis in the Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority, Hyderabad; and in the Telangana High Court Legal Services Committee, Hyderabad, provided that they were within the prescribed age limit at the time of their initial appointment, either on contract, or on outsourcing basis, subject to fulfilment of prescribed qualifications and Judicial Orders, if any, from time to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.

7. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T., EWS and B.C., and as per Rules in force.
- b) For the aforesaid purpose, the community shall be recognized as BC/SC/ST in the State of Telangana as per G.O.Ms.No.196, dt: 28-5-2016 and G.O.Ms.No.3, dt: 9-9-2020 as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c) 33.1/3% reservation (horizontal) in favour of Women in unit of 100 vacancies is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.

8. METHOD OF RECRUITMENT:

- a) The selection process will be on the basis of merit, evaluated by skill tests in Shorthand English **180 w.p.m. (2½ minutes duration)** and **150 w.p.m. (3 minutes duration)**. The transcription to be done on Computers within **40 and 45 minutes** respectively. **The said skill tests will be for 90 marks and oral interview will be for 10 marks.**
- b) The minimum qualifying marks to be secured in the skill tests (Shorthand English Examinations comprising of dictation of 180 w.p.m. (2½ minutes duration) and 150 w.p.m. (3 minutes duration) and transcription to be done on Computers within 40 and 45 minutes respectively, will be 45% for OC/EWS, 40% to the BC candidates and 35% for SC, ST and PWD.

- c)** The candidates qualified in the Skill Tests (Shorthand English Examination) comprising of dictation and transcription will be shortlisted in the ratio of 1:3 of the notified/available vacancies for certificate verification prior to the oral interview (Viva-voce) and the candidates who are eligible will be called for oral interview from the said ratio.
- d)** Weightage marks will be given to the candidates presently working on contract and outsourcing basis in the Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority, Hyderabad; and in the Telangana High Court Legal Services Committee, Hyderabad, based on the length of service they have rendered. Provided,
- i. they have put in at least two years of service by the date of publication of this notification; and
 - ii. they have secured minimum qualifying marks in the skill tests/(shorthand examinations), as prescribed above.
- e)** No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
- i. That he/she is of sound health and active habits.
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

9. EXAMINATION FEE:

- a)** The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees six hundred only), excluding applicable service charges, towards examination fee, whereas the SC, ST, EWS categories, Ex-Serviceperson and Persons with disability (PWD) have to pay an amount of Rs. 400/- (Rupees four hundred only), excluding applicable service charges.
- b)** Only the applicants belonging to a community recognized as SC/ ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/- (Rupees four hundred only).
- c)** The Application /Examination Fee is to be remitted/paid through online only.
- d)** The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason.

10. MERIT LIST:

- a.** Merit list will be based on the consolidated marks obtained by the candidates in the Skill Tests/Shorthand English Examinations (comprising of dictation of 180 w.p.m. (2½ minutes duration) and 150 w.p.m. (3 minutes duration), and transcription to be done on Computers within 40 and 45 minutes respectively), and the marks awarded to them in the oral interview (Viva-voce).
- b.** Where two or more candidates get equal number of consolidated marks in the said Shorthand Examinations and oral interview, the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the prescribed educational qualification would be considered.

11. DOCUMENTS TO BE SUBMITTED AT THE TIME OF CERTIFICATE VERIFICATION:

- a.** Original certificates of academic qualifications / technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth (S.S.C. etc.), community certificate issued by the competent authority in case of SCs., STs; and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with Disability Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of persons with disability
- b.** The certificate in respect of BCs, shall show specifically the classification of the group.
- c.** Two sets of Photostat copies of certificates duly attested by the Gazetted Officer are to be submitted at the time of verification of the original certificates.
- d.** The Other Backward Class (OBC) Certificates will not be considered.
- e.** No-objection Certificate from Employer (if employed anywhere).
- f.** After publication of the list of provisionally selected candidates, they will be called for original certificate verification on a date fixed for this purpose. They shall produce all the relevant original certificates on the prescribed date. If any candidate fails to produce any of the required original certificates, his/her candidature will be rejected without any further correspondence.

12. GENERAL INSTRUCTIONS:

- a. The particulars furnished by the applicant in the application form submitted through online will be taken as final. Candidates should, therefore, be very careful in filling the application.
- b. No T.A. and D.A. will be paid to the candidates who appear for the Skill Tests/Shorthand Examinations or for verification of original certificates or for the Viva-voce.
- c. Mere applying and mere securing minimum qualifying marks in the Skill Tests will not give any vested right to any candidate to be selected.
- d. **All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.**
- e. **If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.**
- f. Selection will be made as per the Service Rules of the High Court for the State of Telangana, 2019 (as amended from time to time).
- g. Candidates resorting to bring any influence of any kind will be summarily disqualified.
- h. No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.
- i. No female candidate whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.

- j. No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the post.
- k. This appointment shall be covered by the Contributory Pension Scheme (CPS).
- l. No information will be sent to the unsuccessful candidates after announcement of the list of provisionally selected candidates.
- m. The High Court reserves the right to allot candidates to any examination center other than the centers chosen by the applicant or to abolish/ create a new center for administrative reasons. Request for the change of the center will not be entertained.
- n. All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificate of the provisionally selected candidates such as eligibility, education qualification, social status, and physical disability etc., are found to be incorrect at any stage of the recruitment.

13. INFORMATION TO THE APPLICANTS:

- a) The online application form contains two parts i.e., Part - A (One Time Profile Registration Form) and Part-B (Application Form).
- b) After completing Part - A, candidate will get OTPR ID (One Time Profile Registration ID) and Password. By using the same OTPR ID, candidate can apply for different categories of eligible posts in the Service of the High Court for the State of Telangana
- c) The candidate will receive unique/individual application number for each category of post he/she applies for.
- d) **IMPORTANT NOTE: The candidates shall upload requisite certificates / documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.**

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2/11/2024

- e) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website viz., "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.
- f) Help Desk (Help Desk will function on all working days):
- i. Help Desk Land Line Telephone No.040-23688394.
 - ii. Help Desk Email ID: helpdesk-tshc@telangana.gov.in
 - iii. Working hours of Help Desk Office: From 10.30 A.M to 5.00P.M.
 - iv. Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,
DATE: 02.01.2025.


21/1/2025
REGISTRAR (RECRUITMENT)



NOTIFICATION No.102/2025, DATED 02.01.2025 FOR DIRECT RECRUITMENT TO THE POSTS OF COMPUTER OPERATOR IN THE SERVICE OF THE HIGH COURT FOR THE STATE OF TELANGANA.

1. Applications are invited through ONLINE for direct recruitment to the posts of **COMPUTER OPERATOR** (Category 3(b) of Division -II) in the Telangana High Court Service, carrying scale of pay of Rs. **38890-112510**.
2. The online application portal will be available in the High Court's website viz., "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from **08.01.2025 to 31.01.2025**. The Last date for submission of application through online is **31.01.2025 upto 11.59 p.m.** No other mode of application will be entertained.
3. The detailed examination schedule will be hosted in the High Court's website viz., <https://tshc.gov.in>. The applicants are required to visit the official website of the High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment process.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible contract and outsourcing employees working in the Service of the High Court for the State of Telangana, and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	10-02-2025

Handwritten signature and date: 21/1/2025

Closing Date for submission of online Application for eligible contract and outsourcing employees working in the Service of the High Court for the State of Telangana, and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	25-02-2025
Download of Hall Tickets for Computer based examination/Typing Test	Date will be intimated in due course
Tentative date of Computer based examination/Typing Test	April -2025 (Date and Time of Examination will be intimated later.)

4. VACANCY POSITION:

Class/ Category	Number of posts
OC	1
BC-A	2 (1 W)
BC-B	1 (W)
BC-C	1
BC-D	1(W)
BC-E	1 (W)
SC	3(1 W)
ST	1(W)
TOTAL	11 (6 W)

Note:

- a) Modified nomenclature of BC's (Backward Classes) is Socially and Educationally Backward Classes.
- b) Selection of candidates against BC-E vacancy will, however, be subject to outcome of Civil Appeal Nos.2628 - 2637/2010 pending consideration before the Hon'ble Supreme Court of India.
- c) **The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel the notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.**

d) If provisionally selected candidate does not join the post, the next meritorious candidate will be considered for provisional selection, by following the Rule of Reservation.

5. EDUCATIONAL QUALIFICATIONS:

- a) A Degree in Arts or Science or Commerce or Law of a University in India established or incorporated by or under a Central Act, Provincial Act or a State Act or from any institution recognized by the University Grants Commission or any other degree equivalent to such qualification, and
- b) Must have passed the Typewriting Higher Grade examination in English (with a speed of 45 words per minute), and
- c) Post-Graduation Diploma in Computer Programming or Post Graduate Diploma in Computer Applications (one year course) which is recognized by the Central or State Government or Degree in B.C.A.
- d) The candidates should possess all the requisite qualifications as indicated above as on the date of publication of this notification.**

6. AGE LIMIT:

- a) As on 01-07-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.
- b) The relaxation of maximum age limit in respect of SCs/STs or the Aboriginal Tribes in the Agency areas, BCs, and EWS is 5 years, and in case of persons with disability (PWD) shall be given age relaxation of 10 years.
- c) The relaxation of maximum age limit in respect of Ex-serviceperson will be as per Rule 12(1)(c) (i) of the Telangana State and Subordinate Service Rules.
- d) The upper age limit will be relaxed to the candidates who are presently working on contract and outsourcing basis in the Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority, Hyderabad; and in the Telangana High Court Legal Services Committee, Hyderabad, provided that they were within the prescribed age limit at the time of their initial appointment, either on contract, or on outsourcing basis, subject to fulfilment of prescribed qualifications and Judicial Orders, if any, from time

to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.

7. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T., B.C., EWS, Persons with Disability (PWD) having the physical disability of 40% and Ex-Servicemen as per Rules in force.
- b) For the aforesaid purpose, the community shall be recognized as BC/SC/ST in the State of Telangana as per G.O.Ms.No.196, dt: 28-5-2016 and G.O.Ms.No.3, dt: 9-9-2020 as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c) 33.1/3% reservation (horizontal) in favour of Women is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.

8. METHOD OF RECRUITMENT:

- a) The computer-based examination will be of standard consistent with the minimum educational qualification prescribed. The question paper of the computer-based examination shall be objective type with multiple choice questions.
- b) The computer-based examination will consist of **50 questions (25 questions - Computer Knowledge and 25 questions - General Knowledge)** and each question will carry one (01) mark. The duration of the computer-based examination will be **60** minutes.
- c) A typing test in English higher grade will be conducted for 40 marks, and the typing test will be conducted with the use of Computers. Oral Interview (viva-voce) will be for 10 marks.
- d) The minimum qualifying marks to be secured in computer-based examination and the typing test shall be 45% for OC and EWS, 40% to the BC candidates and 35% for SC, ST, and PWD candidates.
- e) The candidates qualified in the computer-based examination and the skill/typing test will be shortlisted in the ratio of 1:3 of the notified/available vacancies for certificate verification prior to the oral interview (Viva-voce), and the candidates who are eligible will be called for oral interview from the said ratio.

- f)** Weightage marks will be given to the candidates presently working on contract and outsourcing basis in the Service of the High Court for the State of Telangana, Head Office of the Telangana State Legal Services Authority, Hyderabad; and in the Telangana High Court Legal Services Committee, Hyderabad, based on the length of service they have rendered. Provided,
- i. they have put in at least two years of service by the date of publication of this notification; and
 - ii. they have secured minimum qualifying marks in the computer-based examination and typing test, as prescribed above.
- g)** No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
- i. That he/she is of sound health and active habits.
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

9. EXAMINATION FEE:

- a)** The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees six hundred only), excluding applicable service charges, towards examination fee, whereas the SC, ST, EWS, Ex-Servicemen, and Persons with disability (PWD) category have to pay an amount of Rs.400/- (Rupees four hundred only), excluding applicable service charges.
- b)** Only the applicants belonging to a community recognized as SC/ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/- (Rupees four hundred only).
- c)** The Application/Examination Fee is to be remitted/paid through online only.
- d)** The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason.

10. MERIT LIST:

- a) Merit list will be based on the consolidated marks obtained by the candidate in the computer-based examination, the skill/typing test to be conducted on Computers and the marks awarded to them in the oral interview (viva-voce).
- b) Where two or more candidates get equal number of consolidated marks in the said computer-based examination; typing test and the oral interview, the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the prescribed educational qualification would be considered.

11. DOCUMENTS TO BE SUBMITTED AT THE TIME OF CERTIFICATE VERIFICATION:

- a) Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth (S.S.C.) etc., community certificate issued by the competent authority in case of SCs., STs; and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with disability Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of person with disability, and Discharge certificate by the Ex-serviceperson.
- b) The certificate in respect of BCs, shall show specifically the classification of the group.
- c) Two sets of Photostat copies of certificates duly attested by the Gazetted Officer are to be submitted at the time of verification of the original certificates.
- d) The Other Backward Class (OBC) Certificates will not be considered.
- e) No-objection Certificate from Employer (if employed anywhere).
- f) After publication of the list of provisionally selected candidates, they will be called for original certificate verification on a date fixed for this purpose. They shall produce all the relevant original certificates on the prescribed date. If any candidate fails to produce any of the required certificates, his/her candidature will be rejected without any further correspondence.

12. GENERAL INSTRUCTIONS:

- a) The particulars furnished by the applicant in the application form submitted through online will be taken as final. Candidates should, therefore, be very careful in filling the application.
- b) No T.A. and D.A. will be paid to the candidates who appear for the computer-based examination/Typing test or for verification of original certificates or for the Viva-voce.
- c) Mere applying and mere securing minimum qualifying marks in the computer-based and technical examinations will not give any vested right to any candidate to be selected.
- d) **All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.**
- e) **If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.**
- f) Selection will be made as per the Service Rules of the High Court for the State of Telangana, 2019 (as amended from time to time).
- g) Candidates resorting to bring any influence of any kind will be summarily disqualified.
- h) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.
- i) No female candidate whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.

- j) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the post.
- k) This appointment shall be covered by the Contributory Pension Scheme (CPS).
- l) No information will be sent to the unsuccessful candidates after announcement of the list of provisionally selected candidates.
- m) The High Court reserves the right to allot candidates to any examination center other than the centers chosen by the applicant or to abolish/ create a new center for administrative reasons. Request for the change of the center will not be entertained.
- n) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificate of the provisionally selected candidates such as eligibility, education qualification, social status, and physical disability etc., are found to be incorrect at any stage of the recruitment.

13. INFORMATION TO THE APPLICANTS:

- a) The online application form contains two parts i.e., Part - A (One Time Profile Registration Form) and Part-B (Application Form).
- b) After completing Part - A, candidate will get OTPR ID (One Time Profile Registration ID) and Password. By using the same OTPR ID, candidate can apply for different categories of posts in the Service of the High Court for the State of Telangana.
- c) The candidate will receive unique/individual application number for each category of post he/she applies for.
- d) **IMPORTANT NOTE:** The candidates shall upload requisite certificates / documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.

e) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website viz., "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.

f) Help Desk (Help Desk will function on all working days):

- i. Help Desk Land Line Telephone No.040-23688394.
- ii. Help Desk Email ID: helpdesk-tshc@telangana.gov.in.
- iii. Working hours of Help Desk Office: From 10.30 A.M to 5.00P.M
- iv. Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,
DATE: 02.01.2025.


REGISTRAR (RECRUITMENT)



NOTIFICATION No. 103/2025, DATED 02.01.2025 FOR DIRECT RECRUITMENT TO THE POSTS OF ASSISTANT IN THE SERVICE OF THE HIGH COURT FOR THE STATE OF TELANGANA.

1. Applications are invited through ONLINE for direct recruitment to the posts of **ASSISTANT** (Category 4 (a) of Division-II) in the Telangana High Court Service, carrying scale of pay of Rs.**24280-72850**.
2. The online application portal will be available in the High Court's website viz., "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from **08.01.2025 to 31.01.2025**. The Last date for submission of application through online is **31.01.2025 upto 11.59 p.m.** No other mode of application will be entertained.
3. The detailed examination schedule will be hosted in the High Court's website viz., <https://tshc.gov.in>. The applicants are required to visit the official website of the High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment process.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible contract and outsourcing employees working in the Service of the High Court for the State of Telangana, and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	10-02-2025

Closing Date for submission of online Application for eligible contract and outsourcing employees working in the Service of the High Court for the State of Telangana, and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	25-02-2025
Download of Hall Tickets for Computer based examination	Date will be intimated in due course
Tentative date of Computer based examination	April -2025 (Date and Time of examination will be intimated later)

4. VACANCY POSITION:

Class/ Category	Number of posts
OC	11 (6 W)
E.W.S	5 (2 W)
HEARING IMPAIRED	1
Locomotor Disability or cerebral Palsy	1
EX-SERVICEPERSONS	2
BC-A	2 (1 W)
BC-B	4 (1 w)
BC-C	1
BC-D	3 (2 W)
BC-E	2 (1 W)
SC	7 (2 W)
ST	3 (1 w)
Total	42 (16 W)

Note: Modified nomenclature of BC's (Backward Classes) is Socially and Educationally Backward Classes.

Note:

- a) Selection of candidates against BC-E vacancy will, however, be subject to outcome of Civil Appeal Nos.2628 - 2637/2010 pending consideration before the Hon'ble Supreme Court of India.
- b) **The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel the notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.**
- c) **If provisionally selected candidate does not join the post, the next meritorious candidate will be considered for provisional selection, by following the Rule of Reservation.**

5. EDUCATIONAL QUALIFICATION PRESCRIBED:

- a) Must have passed Degree in Arts or Science or Commerce or Law of a University in India established or incorporated by or under a central Act, Provincial Act or a State Act or from any Institution recognized by the University Grants Commission or any other degree equivalent to such qualification.
- b) The candidates should possess the requisite qualifications as indicated above **as on the date of publication of this notification.**

6. AGE LIMIT:

- a) As on 01-07-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.
- b) The relaxation of maximum age limit in respect of SCs/STs or the Aboriginal Tribes in the Agency areas, BCs, EWS is 5 years, and in case of persons with disability (PWD) shall be given age relaxation of 10 years.
- c) The relaxation of maximum age limit in respect of Ex-servicemen will be as per Rule 12(1)(c) (i) of Telangana State and Subordinate Service Rules.
- d) The upper age limit will be relaxed to the candidates who are presently working on contract and outsourcing basis in the Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority, Hyderabad; and in the Telangana High Court Legal Services

Committee, Hyderabad, provided that they were within the prescribed age limit at the time of their initial appointment, either on contract, or on outsourcing basis, subject to fulfilment of prescribed qualifications and Judicial Orders, if any, from time to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.

7. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T., EWS, B.C., Ex-Serviceman, and Persons with Disability (PWD) having the physical disability of 40% as per Rules in force.
- b) For the aforesaid purpose, the community shall be recognized as BC/SC/ST in the State of Telangana as per G.O.Ms.No.196, dt. 28-5-2016 and G.O.Ms.No.3, dt. 9-9-2020 as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c) 33.1/3% reservation horizontal in favour of Women in a unit of 100 vacancies is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.

8. METHOD OF RECRUITMENT:

- a) The computer-based examination will be of the standard consistent with the minimum educational qualification prescribed i.e., Graduation. The computer-based examination will be objective type with multiple choice questions.
- b) The computer-based examination will consist of **90 questions (50 General Knowledge and 40 - General English)**, and each question will carry one (01) mark. The duration of the computer-based examination will be **120 minutes**. The viva-voce will be conducted for **10** marks.
- c) The minimum qualifying marks to be secured in the Computer Based Examination will be 45% for OC and EWS; 40% to the BC candidates and 35% for SC, ST, and PWD.
- d) The candidates qualified in the computer-based examination will be shortlisted in the ratio of 1:3 of the notified/available vacancies for certificate verification prior to the oral interview

(Viva-voce), and the candidates who are eligible will be called for oral interview from the said ratio.

- e)** Weightage marks will be given to the candidates presently working on contract and outsourcing basis in the Service of the High Court for the State of Telangana, Head Office of the Telangana State Legal Services Authority, Hyderabad; and in the Telangana High Court Legal Services Committee, Hyderabad, based on the length of the service they have rendered. Provided,
- i. they have put in at least two years of service by the date of publication of this notification; and
 - ii. they have secured minimum qualifying marks in the computer-based examination, as prescribed above.
- f)** No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
- i. That he/she is of sound health and active habits.
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

9. EXAMINATION FEE:

- a)** The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees six hundred only), excluding applicable service charges, towards examination fee, whereas the SC, ST, EWS, Ex-servicepersons and Persons with disability (PWD) have to pay an amount of Rs.400/- (Rupees four hundred only), excluding applicable service charges.
- b)** Only the applicants belonging to a community recognized as SC/ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/- (Rupees four hundred only).
- c)** The Application/Examination Fee is to be remitted/ paid through online only.
- d)** The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason.

10. MERIT LIST:

- a)** Merit list will be based on the consolidated marks obtained by the candidates in the computer-based examination and the viva-voce.

- b) Where two or more candidates get equal number of consolidated marks in the said computer-based examination and oral interview (viva-voce), the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the prescribed educational qualification i.e., Graduation, would be considered.

11. DOCUMENTS TO BE SUBMITTED AT THE TIME OF CERTIFICATE VERIFICATION:

- a) Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth (S.S.C. etc.), community certificate issued by the competent authority in case of SCs., STs; and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with Disability Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of persons with disability, and Discharge certificate by the Ex-serviceman.
- b) The certificate in respect of BCs, shall show specifically the classification of the group.
- c) Two sets of Photostat copies of certificates duly attested by the Gazetted Officer are to be submitted at the time of verification of the certificates.
- d) The Other Backward Class (OBC) Certificates will not be considered.
- e) No-objection Certificate from Employer (if employed anywhere).
- f) After publication of the list of provisionally selected candidates, they will be called for original certificate verification on a date fixed for this purpose. They shall produce all the relevant original certificates on the prescribed date. If any candidate fails to produce any of the required original certificates, his/her candidature will be rejected without any further correspondence.

12. GENERAL INSTRUCTIONS:

- a) The particulars furnished by the applicant in the application form submitted through online will be taken as final. Candidates should, therefore, be very careful in filling the application.

- b) No T.A. and D.A. will be paid to the candidates who appear for the computer-based examination or for verification of original certificates or for the Viva-voce.
- c) Mere applying and mere securing minimum qualifying marks in the computer-based examination will not give any vested right to any candidate to be selected.
- d) All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.**
- e) If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.**
- f) Selection will be made as per the Service Rules of the High Court for the State of Telangana, 2019 (as amended from time to time).
- g) Candidates resorting to bring any influence of any kind will be summarily disqualified.
- h) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.
- i) No female candidate whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.
- j) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the post.
- k) This appointment shall be covered by the Contributory Pension Scheme (CPS).
- l) No information will be sent to the unsuccessful candidates after announcement of the list of provisionally selected candidates.

- m) The High Court reserves the right to allot candidates to any examination center other than the centers chosen by the applicant or to abolish/ create a new center for administrative reasons. Request for the change of the center will not be entertained.
- n) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificates of the provisionally selected candidates such as eligibility, education qualification, social status, and physical disability etc., are found to be incorrect at any stage of the recruitment.

13. **INFORMATION TO THE APPLICANTS:**

- a) The online application form contains two parts i.e., Part - A (One Time Profile Registration Form) and Part-B (Application Form).
- b) After completing Part - A, candidate will get OTPR ID (One Time Profile Registration ID) and Password. By using the same OTPR ID, candidate can apply for different categories of posts in the Service of the High Court for the State of Telangana.
- c) The candidate will receive unique/individual application number for each category of post he/she applies for.
- d) **IMPORTANT NOTE:** The candidates shall upload requisite certificates/documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.
- e) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website viz., "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.
- f) Help Desk (Help Desk will function on all working days):
- Help Desk Land Line Telephone No.040-23688394.
 - Help Desk Email ID: helpdesk-tshc@telangana.gov.in.
 - Working hours of Help Desk Office: From 10.30 A.M to 5.00P.M
 - Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,

DATE: 02.01.2025.


REGISTRAR (RECRUITMENT)



NOTIFICATION No. 104/2025, DATED 02.01.2025 FOR DIRECT RECRUITMENT TO THE POSTS OF EXAMINER IN THE SERVICE OF THE HIGH COURT FOR THE STATE OF TELANGANA.

1. Applications are invited through ONLINE for direct recruitment to the posts of **EXAMINER** (Category 4 (b) of Division -II) in the Telangana High Court Service, carrying scale of pay of Rs.**24280-72850**.
2. The online application portal will be available in the High Court's website viz., "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from **08.01.2025 to 31.01.2025**. The Last date for submission of application through online is **31.01.2025 upto 11.59 p.m.** No other mode of application will be entertained.
3. The detailed examination schedule will be hosted in the High Court's website viz., <https://tshc.gov.in>. The applicants are required to visit the official website of the High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment process.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible contract and outsourcing employees working in the Service of the High Court for the State of Telangana, and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	10-02-2025

Closing Date for submission of online Application for eligible contract and outsourcing employees working in the Service of the High Court for the State of Telangana, and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	25-02-2025
Download of Hall Tickets for Computer based examination	Date will be intimated in due course
Tentative date of Computer based examination	April - 2025 (Date and Time of examination will be intimated later).

4. VACANCY POSITION:

Class/ Category	Number of posts
OC	9 (4 W)
E.W.S	2
HEARING IMPAIRED	1
EX-SERVICEPERSON	1
BC-A	2
BC-B	2
BC-D	1 W
BC-E	1 W
SC	3 (1 W)
ST	2
TOTAL	24 (7 W)

Note: Modified nomenclature of BC's (Backward Classes) is Socially and Educationally Backward Classes.

Note:

- a) Selection of candidates against BC-E vacancy will, however, be subject to outcome of Civil Appeal Nos.2628 - 2637/2010 pending consideration before the Hon'ble Supreme Court of India.

- b) The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel the notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.**
- c) If provisionally selected candidate does not join the post, the next meritorious candidate will be considered for provisional selection, by following the Rule of Reservation.**

5. EDUCATIONAL QUALIFICATION PRESCRIBED:

- a) Must have passed Degree in Arts or Science or Commerce or Law of a University in India established or incorporated by or under a central Act, Provincial Act or a State Act or from any Institution recognized by the University Grants Commission or any other degree equivalent to such qualification.**
- b) The candidates should possess the requisite qualification as indicated above as on the date of publication of this notification.**

6. AGE LIMIT:

- a) As on 01-07-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.**
- b) The relaxation of maximum age limit in respect of SCs/STs or the Aboriginal Tribes in the Agency areas, BCs, and EWS is 5 years, and in case of person with disability (PWD) shall be given age relaxation of 10 years.**
- c) The relaxation of maximum age limit in respect of Ex-servicepersons will be as per Rule 12(1)(c) (i) of Telangana State and Subordinate Service Rules.**
- d) The upper age limit will be relaxed to the candidates who are presently working on contract and outsourcing basis in the Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority, Hyderabad; and in the Telangana High Court Legal Services Committee, Hyderabad, provided that they were within the prescribed age limit at the time of their initial appointment, either on contract, or on outsourcing basis, subject to fulfilment of prescribed qualifications and Judicial Orders, if any, from time to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.**

7. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T B.C., EWS, Ex-Servicemen and Persons with Disability (PWD) having the physical disability of 40%, as per Rules in force.
- b) For the afore said purpose, the community shall be recognized as BC/SC/ST in the State of Telangana as per G.O.Ms.No.196, dt. 28-5-2016 and G.O.Ms.No.3, dt. 9-9-2020 as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c) 33.1/3% reservation (horizontal) in favour of Women in a unit of 100 vacancies is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.

8. METHOD OF RECRUITMENT:

- a) The computer-based examination will be of the standard consistent with the minimum educational qualification prescribed i.e., Graduation. The computer-based examination will be objective type with multiple choice questions.
- b) The computer-based examination will consist of **90 questions (50 General Knowledge and 40 - General English)**, and each question will carry one (01) mark. The duration of the computer-based examination will be **120** minutes. The viva-voce will be conducted for **10** marks.
- c) The minimum qualifying marks to be secured in the computer-based Examination will be 45% for OC and EWS, 40% to the BC candidates and 35% for SC, ST, and person with disability (PWD).
- d) The candidates qualified in the computer-based examination will be shortlisted in the ratio of 1:3 of the notified/available vacancies for certificate verification prior to the oral interview (Viva-voce) and the candidates who are eligible will be called for oral interview from the said ratio.
- e) Weightage marks will be given to the candidates presently working on contract and outsourcing basis in the Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority, Hyderabad; and in the Telangana High Court Legal Services Committee, Hyderabad, based on the length of the service they have rendered. Provided,

- i. they have put in at least two years of service by the date of publication of this notification; and
 - ii. they have secured minimum qualifying marks in the computer-based examination, as prescribed above.
- f)** No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
- i. That he/she is of sound health and active habits.
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

9. EXAMINATION FEE:

- a)** The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees six hundred only), excluding applicable service charges, towards examination fee, whereas the SC, ST, EWS, Persons with disability (PWD) and Ex-servicemen have to pay an amount of Rs.400/- (Rupees four hundred only), excluding applicable service charges.
- b)** Only the applicants belonging to a community recognized as SC/ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/- (Rupees four hundred only).
- c)** The Application/Examination Fee is to be remitted/paid through online only.
- d)** The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason.

10. MERIT LIST:

- a)** Merit list will be based on the consolidated marks obtained by the candidates in the computer-based examination and the viva-voce.
- b)** Where two or more candidates get equal number of consolidated marks in the said computer-based Examination and oral interview (viva-voce), the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the prescribed educational qualification, i.e., Graduation, would be considered.

11. DOCUMENTS TO BE SUBMITTED AT THE TIME OF CERTIFICATE VERIFICATION:

- a)** Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth (S.S.C. etc.), community certificate issued by the competent authority in case of SCs., STs; and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with Disability Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of persons with disability; and Discharge certificate by the Ex-servicepersons.
- b)** The certificate in respect of BCs, shall show specifically the classification of the group.
- c)** Two sets of Photostat copies of certificates duly attested by the Gazetted Officer are to be submitted at the time of verification of the certificates.
- d)** The Other Backward Class (OBC) Certificates will not be considered.
- e)** No-objection Certificate from Employer (if employed anywhere).
- f)** After publication of the list of provisionally selected candidates, they will be called for original certificate verification on a date fixed for this purpose. They shall produce all the relevant original certificates on the prescribed date. If any candidate fails to produce any of the required original certificates, his/her candidature will be rejected without any further correspondence.

12. GENERAL INSTRUCTIONS:

- a)** The particulars furnished by the applicant in the application form submitted through online will be taken as final. Candidates should, therefore, be very careful in filling the application.
- b)** No T.A. and D.A. will be paid to the candidates who appear for the computer-based examination or for verification of original certificates or for the Viva-voce.
- c)** Mere applying and mere securing minimum qualifying marks in the computer-based examination will not give any vested right to any candidate to be selected.

- d) All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.**
- e) If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.**
- f) Selection will be made as per the Service Rules of the High Court for the State of Telangana, 2019 (as amended from time to time).**
- g) Candidates resorting to bring any influence of any kind will be summarily disqualified.**
- h) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.**
- i) No female candidate whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.**
- j) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the post.**
- k) This appointment shall be covered by the Contributory Pension Scheme (CPS).**
- l) No information will be sent to the unsuccessful candidates after announcement of the list of provisionally selected candidates.**
- m) The High Court reserves the right to allot candidates to any examination center other than the centers chosen by the applicant or to abolish/ create a new center for administrative reasons. Request for the change of the center will not be entertained.**

- n) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificate of the provisionally selected candidates such as eligibility, education qualification, social status, and physical disability etc., are found to be incorrect at any stage of the recruitment.

13. INFORMATION TO THE APPLICANTS:

- a) The online application form contains two parts i.e., Part - A (One Time Profile Registration Form) and Part-B (Application Form).
- b) After completing Part - A, candidate will get OTPR ID (One Time Profile Registration ID) and Password. By using the same OTPR ID, candidate can apply for different categories of posts in the Service of the High Court for the State of Telangana.
- c) The candidate will receive unique/individual application number for each category of post he/she applies for.
- d) **IMPORTANT NOTE:** The candidates shall upload requisite certificates / documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.
- e) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website viz., "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.
- f) Help Desk (Help Desk will function on all working days):
- Help Desk Land Line Telephone No.040-23688394.
 - Help Desk Email ID: helpdesk-tshc@telangana.gov.in.
 - Working hours of Help Desk Office: From 10.30 A.M to 5.00P.M
 - Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,
DATE: 02.01.2025.


REGISTRAR (RECRUITMENT)



NOTIFICATION No. 105/2025, DATED 02-01-2025 FOR DIRECT RECRUITMENT TO THE POSTS OF TYPIST IN THE SERVICE OF THE HIGH COURT FOR THE STATE OF TELANGANA.

1. Applications are invited through ONLINE for direct recruitment to the **posts of TYPIST** (Category 5(a) of Division -II) in the Telangana High Court Service, carrying scale of pay Rs. **24280-72850**.
2. The online application portal will be available in the High Court's website "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from **08-01-2025 to 31-01-2025**. The Last date for submission of application through online is 31-01-2025 upto 11.59 p.m. No other mode of application will be entertained.
3. The detailed examination schedule will be posted in the High Court's website <https://tshc.gov.in>. The applicants are required to visit the website of High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment process.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible contract and outsourcing employees working in the Service of the High Court for the State of Telangana, and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	10-02-2025

Closing Date for submission of online Application for eligible contract and outsourcing employees working in the Service of the High Court for the State of Telangana, and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	25-02-2025
Download of Hall Tickets for Computer based examination	Date will be intimated in due course
Tentative date of Computer based examination and Skill Test (Typing test in English)	April & June-2025 (Dates and Timings of examination will be intimated later)

4. VACANCY POSITION:

Class/Category	Number of posts
OC	5 (1 W)
E.W.S	1(W)
BC-A	2 (1 W)
BC-B	1
BC-E	1
SC	2 (1 W)
TOTAL	12 (4 W)

Note: Modified nomenclature of BC's (Backward Classes) is Socially and Educationally Backward Classes.

Note:

- a) Selection of candidate against BC-E vacancy will, however, be subject to outcome of Civil Appeal Nos.2628 - 2637/2010 pending consideration before the Hon'ble Supreme Court of India.

- b) The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel the notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.
- c) If provisionally selected candidate does not join the post, the next meritorious candidate be considered for provisional selection, by following the Rule of Reservation.

5. EDUCATIONAL QUALIFICATIONS:

- a) Must have passed Bachelor's Degree of any University in India established or incorporated by or under a Central Act, State Act or Provincial Act or an Institution recognized by the University Grants Commission or any equivalent qualification.
- b) Must have passed Telangana Government Technical Examination in English Typewriting by Higher Grade (45 words per minute), or equivalent examination.
- c) The candidates who have higher than the prescribed academic and technical qualifications, if any, shall submit the concerned certificates at the time of certificate verification.
- d) The candidate shall possess the aforesaid Educational Qualifications as on the date of this notification.

6. AGE LIMIT:

- a) As on 01-07-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.
- b) The relaxation of maximum age limit in respect of SCs/STs/BCs/EWS is 5 years and in case of candidates with physical disabilities they shall be given age relaxation of 10 years.
- c) The relaxation of maximum age limit in respect of Ex-Servicemen will be as per Rule 12(1)(c) (i) of Telangana State and Subordinate Service Rules.
- d) The upper age limit will be relaxed to the candidates who are presently working on contract and outsourcing basis in the Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority,

Hyderabad; and in the Telangana High Court Legal Services Committee, Hyderabad, provided that they were within the prescribed age limit at the time of their initial appointment, either on contract, or on outsourcing basis, subject to fulfilment of prescribed qualifications and Judicial Orders, if any, from time to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.

7. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T., B.C., Economically Weaker Section (EWS), Persons with Disability (PWD) having the physical disability of 40% (except Roster points 6 and 31) and Ex-servicemen as per Rules in force.
- b) For the aforesaid purpose, the community shall be recognized as BC/SC/ST in the State of Telangana **as per G.O.Ms.No.196, dt. 28-5-2016 and Go.Ms.No. 3, dt. 9-9-2020**, as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c) 33.1/3% reservation (horizontal) in favour of Women in a unit of 100 vacancies is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.

8. METHOD OF RECRUITMENT:

- a) The computer based examination for 40 marks and the typewriting test in English (skill test) for 40 marks will be conducted on computers.
- b) Computer based written examination will be conducted marks on the subjects of General Knowledge and General English. The Computer based examination will comprise of 40 multiple choice objective type questions, carrying one (01) mark each and the duration of the examination will be for 40 minutes.
- c) The computer based examination will be of the graduation standard.
- d) The English Typewriting test (Skill Test) will be for 15 minutes (with a speed of 45 w.p.m.) for 40 marks.

- e) The minimum qualifying marks to be secured by the candidates in each of the computer based examination and typewriting test shall be 45% for OC and EWS, 40% for Backward Classes and 35% for Scheduled Castes, Scheduled Tribes and PWD. Unless the candidate secures these minimum marks in both the examinations, he/she shall not qualify to appear for the oral interview (20 marks).
- f) The candidates qualified in the computer based examination and English typewriting test (Skill Test) will be called for certificate verification prior to the oral interview (viva-voce).
- g) Weightage marks will be given to the candidates presently working on contract and outsourcing basis in the Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority, Hyderabad; and in the Telangana High Court Legal Services Committee, Hyderabad, based on the length of the service they have rendered. Provided,
- i. they have put in at least two years of qualifying service by the date of publication of this notification; and
 - ii. they have secured minimum qualifying marks in the said examinations, as prescribed above.
- h) No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
- i. That he/she is of sound health, active habits and free from any bodily defects or infirmities rendering him/her unfit for the service.
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

9. EXAMINATION FEE:

- a) The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees Six hundred only), excluding applicable service charges, towards online application processing fee / examination fee, whereas the SC, ST, EWS, Ex-serviceman and Persons with disability (PWD) have to pay an amount of Rs.400/- (Rupees four hundred only), excluding applicable service charges.

- b) Only the applicants belonging to a community recognized as SC/ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/-.
- c) The Application/Examination Fee is to be remitted/paid online only.
- d) The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason, or the recruitment notification is cancelled for any reason.

10. MERIT LIST:

- a) Merit list will be based on the consolidated marks obtained in the computer-based examination; marks obtained in the skill test (Typing) in English and in the viva-voce.
- b) Where two or more candidates get equal number of marks in computer-based examination, marks obtained in the skill test (Typing in English) and in the viva-voce, the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the educational qualifications prescribed would be considered.

11. DOCUMENTS TO BE SUBMITTED BY THE PROVISIONALLY SELECTED CANDIDATES:

- a) Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth (S.S.C. etc.), community certificate issued by the competent authority in case of SCs., STs; and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with Disability Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of persons with disability and Discharge certificate by the Ex-servicemen.
- b) The certificate in respect of BCs shall show specifically the classification of the group.
- c) Two sets of Photostat copies of certificates duly attested by a Gazetted Officer are to be submitted at the time of verification of the original certificates.
- d) The Other Backward Class (OBC) Certificates will not be considered.

- e) No-objection Certificate from Employer (if employed anywhere).
- f) The provisionally selected candidates have to produce the required original certificates along with two sets of photocopies of certificates as stated above. If the candidates fails to produce any of the required original certificates, their candidature will be rejected without any further correspondence.

12. GENERAL INSTRUCTIONS:

- a) The particulars furnished by the applicant in the application form will be taken as final. Candidates should, therefore, be very careful in filling the application.
- b) No T.A. and D.A. will be paid to the candidates who appear for the computer based examination; the skill test; certificate verification and Viva voce.
- c) Mere applying and mere securing minimum qualifying marks in the computer based examination and English typewriting test (Skill Test) will not give any vested right to any candidate to be called for oral interview.
- d) All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.
- e) **If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.**
- f) Selection will be made as per the Service Rules of the High Court for the State of Telangana, 2019 (as amended from time to time).
- g) Candidates resorting to bring any influence of any kind will be summarily disqualified.

- h) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.
- i) No female candidate whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.
- j) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the post.
- k) This appointment shall be covered by the Contributory Pension Scheme (CPS).
- l) No information will be sent to the unsuccessful candidates after announcement of the list of provisionally selected candidates.
- m) The High Court reserves the right to allot candidates to any examination center other than the centers chosen by the applicant or to abolish/ create a new center for administrative reasons. Request for the change of the center will not be entertained.
- n) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificate of the provisionally selected candidates such as eligibility, education qualification, social status, and physical disability etc., are found to be incorrect at any stage of the recruitment.

13 . INFORMATION TO THE APPLICANTS :

- a) The online application form contains two parts i.e., Part - A (One Time Profile Registration Form) and Part - B (Application Form).
- b) After completing Part - A, candidate will get OTPR ID (One Time Profile Registration ID) and Password. By using the same OTPR ID, candidate can apply for different categories of eligible posts in the Service of the High Court for the State of Telangana.

- c) The candidate will receive unique/individual application number for each category of post he/she applies for.
- d) **IMPORTANT NOTE:** The candidates shall upload requisite certificates / documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.
- e) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website viz., "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.
- f) Help Desk (Help Desk will function on all working days):
- i. Help Desk Land Line Telephone No. 040-23688394.
 - ii. Help Desk EMail ID: helpdesk-tshc@telangana.gov.in.
 - iii. Working hours of Help Desk Office: From 10.30 A.M to 5.00 P.M
 - iv. Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,
DATE: 02-01-2025.


REGISTRAR (RECRUITMENT)



NOTIFICATION No.106/2025, DATED 02-01-2025 FOR DIRECT RECRUITMENT TO THE POSTS OF COPYIST IN THE SERVICE OF THE HIGH COURT FOR THE STATE OF TELANGANA.

1. Applications are invited through ONLINE for direct recruitment to the **posts of Copyist** (Category 5(b) of Division -II) in the Telangana High Court Service, carrying scale of pay Rs. **24280-72850**.
2. The online application portal will be available in the High Court's website "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from 08-01-2025 to 31-01-2025. The Last date for submission of application through online is 31-01-2025 upto 11.59 p.m. No other mode of application will be entertained.
3. The detailed examination schedule will be posted in the High Court's website <https://tshc.gov.in>. The applicants are required to visit the website of High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible contract and outsourcing employees working in the Service of the High Court for the State of Telangana, and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	10-02-2025

Closing Date for submission of online Application for eligible contract and outsourcing employees working in the Service of the High Court for the State of Telangana, and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	25-02-2025
Download of Hall Tickets for Computer based examination	Date will be intimated in due course
Tentative dates of Computer based examination and Skill Test (Typing test in English)	April & June-2025 (Dates and Timings of examinations will be intimated later.)

4. VACANCY POSITION:

Class/Category	Number of posts
OC	5 (1 W)
EWS	2 (1W)
Locomotor disability or Cerebral palsy	1
BC-A	2 (1 W)
BC-B	1 (W)
BC-D	1
BC-E	1
SC	2 (1 W)
ST	1(W)
TOTAL	16 (6 W)

Note: Modified nomenclature of BC (Backward Classes) is Socially and Educationally Backward Classes.

Note:

- a) Selection of candidate against BC-E vacancy will, however, be subject to outcome of Civil Appeal Nos.2628 – 2637/2010 pending consideration before the Hon'ble Supreme Court of India.

- b) The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel the notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.
- c) If provisionally selected candidate does not join the post, the next meritorious candidate will be considered for provisional selection, by following the Rule of Reservation.

5. EDUCATIONAL QUALIFICATIONS:

- a) Must have passed Bachelor's Degree of any University in India established or incorporated by or under a Central Act, State Act or Provincial Act or an Institution recognized by the University Grants Commission or any equivalent qualification.
- b) Must have passed Telangana Government Technical Examination in English Typewriting by Higher Grade (45 words per minute), or equivalent examination.
- c) The candidates who have higher than the prescribed academic and technical qualifications, if any, shall submit the concerned certificates at the time of certificate verification.
- d) The candidate shall possess the aforesaid Educational Qualifications as on the date of this notification.

6. AGE LIMIT:

- a) As on 01-07-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.
- b) The relaxation of maximum age limit in respect of SCs/STs/BCs/EWS is 5 years and in case of Person with Disability (PWD) they shall be given age relaxation of 10 years.
- c) The relaxation of maximum age limit in respect of Ex-Servicemen will be as per Rule 12(1)(c) (i) of Telangana State and Subordinate Service Rules.
- d) The upper age limit will be relaxed to the candidates who are presently working on contract and outsourcing basis in the Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority, Hyderabad; and in the Telangana High Court Legal Services Committee, Hyderabad, provided that they were within the prescribed age limit at the time of their initial appointment,

either on contract, or on outsourcing basis, subject to fulfilment of prescribed qualifications and Judicial Orders, if any, from time to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.

7. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T., B.C., Economically Weaker Section (EWS), Persons with Disability (PWD) having the physical disability of 40% (except Roster points 6 and 31), Ex-servicepersons as per Rules in force.
- b) For the aforesaid purpose, the community shall be recognized as BC/SC/ST in the state of Telangana as per **G.O.Ms.No.196, dt. 28-5-2016 and Go.Ms.No. 3, dt. 9-9-2020**, as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c) 33.1/3% reservation horizontal in favour of Women in a unit of 100 vacancies is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.

8. METHOD OF RECRUITMENT:

- a) The computer based written examination for 40 marks and the typewriting test in English (skill test) for 40 marks will be conducted on computers.
- b) Computer based written examination will be conducted on the subjects of General Knowledge and General English. The Computer based examination will comprise of 40 multiple choice objective type questions, carrying one (01) mark each and the duration of the examination will be for 40 minutes.
- c) The computer based examination will be of the graduation standard.
- d) The English Typewriting test (Skill Test) will be for 15 minutes (with a speed of 45 w.p.m.) for 40 marks.
- e) The minimum qualifying marks to be secured by the candidates in each of the computer based examination and typewriting test shall be 45% for OC and EWS, 40% for Backward Classes

and 35% for Scheduled Castes, Scheduled Tribes and PWD. Unless the candidate secures these minimum marks in both the examinations, he/she shall not qualify to appear for the oral interview (20 marks).

- f) The candidates qualified in the computer based examination and English typewriting test (Skill Test) will be called for certificate verification prior to the oral interview (viva-voce).
- g) Weightage marks will be given to the candidates presently working on contract and outsourcing basis in the Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority, Hyderabad; and in the Telangana High Court Legal Services Committee, Hyderabad, based on the length of the service they have rendered. Provided,
1. they have put in at least two years of qualifying service by the date of publication of this notification; and
 2. they have secured minimum qualifying marks in the Typewriting test, as prescribed above.
- h) No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
- i) That he/she is of sound health, active habits and free from any bodily defects or infirmities rendering him/her unfit for the service.
 - ii) That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii) He/she is a citizen of India.

9. EXAMINATION FEE:

- a) The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees Six hundred only), excluding applicable service charges, towards online application processing fee / examination fee, whereas the SC, ST, EWS, Ex-servicemen and Person with disability (PWD) have to pay an amount of Rs.400/- (Rupees four hundred only), excluding applicable service charges.
- b) Only the applicants belonging to a community recognized as SC/ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/-.

- c) The Application/Examination Fee is to be remitted/paid online only.
- d) The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason, or the recruitment notification is cancelled for any reason.

10. MERIT LIST:

- a) Merit list will be based on the consolidated marks obtained in the computer-based examination; marks obtained in the skill test (Typing in English) and in the viva-voce.
- b) Where two or more candidates get equal number of marks in computer-based examination, marks obtained in the skill test (Typing in English) and in the viva-voce, the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the educational qualifications prescribed would be considered.

11. DOCUMENTS TO BE SUBMITTED BY THE PROVISIONALLY SELECTED CANDIDATES:

- i. Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth (S.S.C etc.), community certificate issued by the competent authority in case of SCs., STs; and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with Disability Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of person with disability and Discharge certificate by the Ex-servicemen.
- ii. The certificate in respect of BCs shall show specifically the classification of the group.
- iii. Two sets of Photostat copies of certificates duly attested by a Gazetted Officer are to be submitted at the time of verification of the original certificates.
- iv. The Other Backward Class (OBC) Certificates will not be considered.
- v. No-objection Certificate from Employer (if employed anywhere).

- vi. The provisionally selected candidates have to produce the required original certificates along with two sets of photocopies of certificates as stated above. If the candidates fails to produce any of the required certificates, their candidature will be rejected without any further correspondence.

12. GENERAL INSTRUCTIONS:

- a) The particulars furnished by the applicant in the application form will be taken as final. Candidates should, therefore, be very careful in filling the application.
- b) No T.A. and D.A. will be paid to the candidates who appear for the computer based examination; the skill test, original certificate verification, and Viva voce.
- c) Mere applying and mere securing minimum qualifying marks in the computer based examination and English typewriting test (Skill Test) will not give any vested right to any candidate to be called for oral interview
- d) All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.
- e) If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.
- f) Selection will be made as per the Service Rules of the High Court for the State of Telangana, 2019 (as amended from time to time).
- g) Candidates resorting to bring any influence of any kind will be summarily disqualified.
- h) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.

- i) No woman whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.
- j) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to THE posts.
- k) This appointment shall be covered by the Contributory Pension Scheme
- l) No information will be sent to the unsuccessful candidates after announcement of list of provisionally selected candidates.
- m) The High Court reserves the right to allot candidates to any examination center other than the centers chosen by the applicant or to abolish/ create a new center for administrative reasons. Request for the change of the center will not be entertained.
- n) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificate of the provisionally selected candidates such as eligibility, educational qualification, social status, local status and physical disability etc., are found to be incorrect at any stage of the recruitment.

13. INFORMATION TO THE APPLICANTS :

- a) The online application form contains two parts i.e., Part - A (One Time Profile Registration Form) and Part - B (Application Form).
- b) After completing Part - A, candidate will get OTPR ID (One Time Profile Registration ID) and Password. By using the same OTPR ID, candidate can apply for different categories of eligible posts in the Service of the High Court for the State of Telangana.
- c) The candidate will receive unique/individual application number for each category of post he/she applies for.

d) IMPORTANT NOTE: The candidates shall upload requisite certificates / documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.

e) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website viz., "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.

f) Help Desk (Help Desk will function on all working days):

- i. Help Desk Land Line Telephone No. 040-23688394.
- ii. Help Desk EMail ID: helpdesk-tshc@telangana.gov.in.
- iii. Working hours of Help Desk Office: From 10.30 A.M to 5.00 P.M
- iv. Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,
DATE: 02-01-2025.


REGISTRAR (RECRUITMENT)



NOTIFICATION No. 107/2025, DATED 02.01.2025 FOR DIRECT RECRUITMENT TO THE POSTS OF SYSTEM ASSISTANT IN THE SERVICE OF THE HIGH COURT FOR THE STATE OF TELANGANA.

1. Applications are invited through ONLINE for direct recruitment to the posts of **SYSTEM ASSISTANT** (Category 5(c) of Division - II) in the Telangana High Court Service, carrying scale of pay of Rs. **24280-72850**.
2. The online application portal will be available in the High Court's website viz., "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from **08.01.2025 to 31.01.2025**. The Last date for submission of application through online is **31.01.2025 up to 11.59 p.m.** No other mode of application will be entertained.
3. The detailed examination schedule will be hosted in the High Court's website viz., <https://tshc.gov.in>. The applicants are required to visit the official website of the High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible contract and outsourcing employees working in the Service of the High Court for the State of Telangana, and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	10-02-2025

Closing Date for submission of online Application for eligible contract and outsourcing employees working in the Service of the High Court for the State of Telangana, and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	25-02-2025
Download of Hall Tickets for Computer based examination	Date will be intimated in due course
Date of Computer based examination	April -2025 (Date and Time of examination will be intimated later)

4. **VACANCY POSITION:**

Class/Category	Number of posts
OC	8 (2 W)
E.W.S	3 (2 W)
Locomotor disability or Cerebral palsy	1
BC-A	1
BC-B	2 (1 W)
BC-D	1 W
SC	3 (1 W)
ST	1 W
TOTAL	20 (8 W)

Note: Modified nomenclature of BC (Backward Classes) is Socially and Educationally Backward Classes.

Note:

- a) The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel the notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.

- b) If provisionally selected candidate does not join the post, the next meritorious candidate be considered for provisional selection, by following the Rule of Reservation.**

5. EDUCATIONAL QUALIFICATION PRESCRIBED:

- a) Must have passed B.Tech. (CSE/IT/ECE) / Diploma in Electronics / B.Sc. (Electronics), (Computers), IT with minimum 55% marks in the qualifying examination, and**
- b) Exposure towards Computer Hardware, Networking and Operating System Software.**
- c) The candidates should possess all the requisite qualifications as indicated above **as on the date of publication of this notification.****

6. AGE LIMIT:

- a) As on 01-07-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.**
- b) The relaxation of maximum age limit in respect of SCs/STs or the Aboriginal Tribes in the Agency areas/BCs and EWS is 5 years, and in case of persons with disability (PWD) shall be given age relaxation of 10 years.**
- c) The relaxation of maximum age limit in respect of Ex-servicemen will be as per Rule 12(1)(c) (i) of Telangana State and Subordinate Service Rules.**
- d) The upper age limit will be relaxed to the candidates who are presently working on contract and outsourcing basis in the Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority, Hyderabad; and in the Telangana High Court Legal Services Committee, Hyderabad, provided that they were within the prescribed age limit at the time of their initial appointment, either on contract, or on outsourcing basis, subject to fulfilment of prescribed qualifications and Judicial Orders, if any, from time to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.**

7. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T., B.C., EWS and Persons with Disability (PWD) having the physical disability of 40% and Ex-Servicemen as per Rules in force.**

- b) For the aforesaid purpose, the community shall be recognized as BC/SC/ST in the State of Telangana as per G.O.Ms.No.196, dt. 28-5-2016 and G.O.Ms.No.3, dt. 9-9-2020 as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c) 33.1/3% reservation (horizontal) in favour of Women in a unit of 100 vacancies is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.

8. METHOD OF RECRUITMENT:

- a) The computer-based examination will be of the standard consistent with the minimum educational qualification prescribed in the notification. The computer-based examination will be objective type with multiple choice questions.
- b) The computer-based examination will consist of **90 questions (30 questions - Computer Knowledge, 40 questions - General Knowledge and 20 questions - General English)** and each question will carry one (01) mark. The duration of the computer-based examination will be **120** minutes. The viva-voce (oral interview) will be for **10** marks.
- c) The minimum qualifying marks to be secured in the Computer Based Examination will be 45% for OC and EWS, 40% to the BC candidates and 35% for SC, ST, and PH candidates.
- d) The candidates qualified in the computer-based examination will be shortlisted in the ratio of 1:3 of the notified/available vacancies for certificate verification prior to the oral interview (Viva-voce) and the candidates who are eligible will be called for oral interview from the said ratio.
- e) Weightage marks will be given to the candidates presently working on contract and outsourcing basis in the Service of the High Court for the State of Telangana, Head Office of the Telangana State Legal Services Authority, Hyderabad; and in the Telangana High Court Legal Services Committee, Hyderabad, based on the length of the service they have rendered. Provided,
- they have put in at least two years of service by the date of publication of this notification; and
 - they have secured minimum qualifying marks in the computer-based examination, as prescribed above.

- f)** No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
- i. That he/she is of sound health and active habits.
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

9. EXAMINATION FEE:

- a)** The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees six hundred only), excluding applicable service charges, towards examination fee, whereas the SC, ST, EWS, Ex-servicemen and Persons with disability (PWD) have to pay an amount of Rs.400/- (Rupees four hundred only), excluding applicable service charges.
- b)** Only the applicants belonging to a community recognized as SC/ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/- (Rupees four hundred only).
- c)** The Application / Examination Fee is to be remitted / paid through online only.
- d)** The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason.

10. MERIT LIST:

- a)** Merit list will be based on the consolidated marks obtained by the candidates in the computer-based examination and the viva-voce.
- b)** Where two or more candidates get equal number of consolidated marks in the said computer-based examination and oral interview (viva-voce), the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the prescribed educational qualification i.e., Graduation, would be considered.

11. DOCUMENTS TO BE SUBMITTED AT THE TIME OF CERTIFICATE VERIFICATION:

- a)** Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth (S.S.C. etc.), community certificate issued by the competent authority in case of SCs., STs; and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with Disability Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of person with disability and Discharge certificate by the Ex-servicemen.
- b)** The certificate in respect of BCs, shall show specifically the classification of the group.
- c)** Two sets of Photostat copies of certificates duly attested by the Gazetted Officer are to be submitted at the time of verification of the certificates.
- d)** The Other Backward Class (OBC) Certificates will not be considered.
- e)** No-objection Certificate from Employer (if employed anywhere).
- f)** After publication of the list of provisionally selected candidates, they will be called for original certificate verification on a date fixed for this purpose. They shall produce all the relevant original certificates on the prescribed date. If any candidate fails to produce any of the required original certificates, his/her candidature will be rejected without any further correspondence.

12. GENERAL INSTRUCTIONS:

- a)** The particulars furnished by the applicant in the application form submitted through online will be taken as final. Candidates should, therefore, be very careful in filling the application.
- b)** No T.A. and D.A. will be paid to the candidates who appear for the computer-based examination or for verification of original certificates or for the Viva-voce.
- c)** Mere applying and mere securing minimum qualifying marks in the computer-based examination will not give any vested right to any candidate to be called for viva-voce.

- d) All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.**
- e) If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.**
- f) Selection will be made as per the Service Rules of the High Court for the State of Telangana, 2019 (as amended from time to time).**
- g) Candidates resorting to bring any influence of any kind will be summarily disqualified.**
- h) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.**
- i) No female candidate whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.**
- j) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the post.**
- k) This appointment shall be covered by the Contributory Pension Scheme (CPS).**
- l) No information will be sent to the unsuccessful candidates after announcement of the list of provisionally selected candidates.**
- m) The High Court reserves the right to allot candidates to any examination center other than the centers chosen by the applicant or to abolish/ create a new center for administrative reasons. Request for the change of the center will not be entertained.**

n) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificate of the provisionally selected candidates such as eligibility, education qualification, social status, and physical disability etc., are found to be incorrect at any stage of the recruitment.

13. INFORMATION TO THE APPLICANTS:

- a) The online application form contains two parts i.e., Part - A (One Time Profile Registration Form) and Part-B (Application Form).
- b) After completing Part - A, candidate will get OTPR ID (One Time Profile Registration ID) and Password. By using the same OTPR ID, candidate can apply for for other eligible categories of posts in the Service of the High Court for the State of Telangana.
- c) The candidate will receive unique/individual application number for each category of post he/she applies for.
- d) **IMPORTANT NOTE:** The candidates shall upload requisite certificates/documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.
- e) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website viz., "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.
- f) Help Desk (Help Desk will function on all working days):
- i. Help Desk Land Line Telephone No.040-23688394.
 - ii. Help Desk Email ID: helpdesk-tshc@telangana.gov.in.
 - iii. Working hours of Help Desk Office: From 10.30 A.M to 5.00P.M
 - iv. Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,
DATE: 02.01.2025.


REGISTRAR (RECRUITMENT)



NOTIFICATION No. 108/2025, DATED 02.01.2025 FOR DIRECT RECRUITMENT TO THE POSTS OF OFFICE SUBORDINATE IN THE SERVICE OF THE HIGH COURT FOR THE STATE OF TELANGANA.

1. Applications are invited through ONLINE to the posts of **OFFICE SUBORDINATE** (Category 5 (ii) (a) of Division -III) in the Telangana High Court Service, under Direct Recruitment, carrying scale of pay of Rs. **19000-58850**.
2. The online application portal will be available in the High Court's website viz., "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from **08.01.2025 to 31.01.2025**. The Last date for submission of application through online is **31.01.2025 up to 11.59 p.m.** No other mode of application will be entertained.
3. The detailed examination schedule will be hosted in the High Court's website viz., <https://tshc.gov.in>. The applicants are required to visit the official website of the High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible contract and outsourcing employees working in the Service of the High Court for the State of Telangana, and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	10-02-2025

Closing Date for submission of online Application for eligible contract and outsourcing employees working in the Service of the High Court for the State of Telangana, and Head Office of the Telangana State Legal Services Authority, Hyderabad and in the Telangana High Court Legal Services Committee, Hyderabad	25-02-2025
Download of Hall Tickets for OMR based examination	Date will be intimated in due course
Tentative date of OMR based examination	April -2025 (Date and Time of examination will be intimated later)

4. VACANCY POSITION:

Class/Category	Number of posts
OC	24 (8 W)
E.W.S	7 (2 W)
BLIND LOW VISION	1
Locomotor Disability or cerebral Palsy	1
EX-SERVICEPERSON	1
BC-A	5 (2 W)
BC-B	10 (4 W)
BC-C	2
BC-D	5 (2 W)
BC-E	4 (1 W)
SC	11 (3 W)
ST	4 (2 W)
TOTAL	75 (24 W)

Note: Modified nomenclature of BC (Backward Classes) is Socially and Educationally Backward Classes.

Note:

- a) Selection of candidates against BC-E vacancy will, however, be subject to outcome of Civil Appeal Nos.2628 – 2637/2010 pending consideration before the Hon'ble Supreme Court of India.
- b) **The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel the notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.**
- c) **If provisionally selected candidate does not join the post, the next meritorious candidate will be considered for provisional selection, by following the Rule of Reservation.**

5. EDUCATIONAL QUALIFICATION PRESCRIBED:

- a) Must have passed any exam in between 7th to 10th class or its equivalent examination. But the candidate who is having higher education than 10th class shall not be considered as eligible.
- b) The applicants have to state in their online application, the professional skills they have, such as, cooking, painting etc., for the purpose of performing duties with respect of their professional skills at the residences of the Hon'ble Judges.
- c) The candidates should possess the requisite qualifications as indicated above as on the date of publication of this notification.

6. AGE LIMIT:

- a) As on 01-07-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.
- b) The relaxation of maximum age limit in respect of SCs/STs or the Aboriginal Tribes in the Agency areas/BCs and EWS is 5 years, and in case of persons with disability (PWD) shall be given age relaxation of 10 years.
- c) The upper age limit will be relaxed to the candidates who are presently working on contract and outsourcing basis in the Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority, Hyderabad; and in the Telangana High Court Legal Services Committee, Hyderabad, provided that they were within the

prescribed age limit at the time of their initial appointment, either on contract, or on outsourcing basis, subject to fulfilment of prescribed qualifications and Judicial Orders, if any, from time to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.

7. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T. and B.C., EWS and Persons with Disability (PWD) having the physical disability of 40% as per Rules in force.
- b) For the aforesaid purpose, the community shall be recognized as BC/SC/ST in the State of Telangana as per G.O.Ms.No.196, dt. 28-5-2016 and G.O.Ms.No.3, dt. 9-9-2020 as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c) 33.1/3% reservation (horizontal) in favour of Women in a unit of 100 vacancies is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.

8. METHOD OF RECRUITMENT:

- a) The OMR based examination will of be the standard consistent with the minimum educational qualification prescribed in the notification. The OMR based examination will be objective type with multiple choice questions for **45 marks** and oral interview (viva-voce) will be for **5 marks**.
- b) The OMR based examination will consist of **45 questions (General Knowledge)** and each question will carry one (01) mark. The duration of the OMR based examination will be **60 minutes**.
- c) For the OMR based examination, the question paper will be made available in two languages i.e., English and Telugu.
- d) The minimum qualifying marks to be secured in the OMR Examination will be 45% for OC and EWS, 40% to the BC candidates and 35% for SC, ST, and PH candidates.
- e) The candidates qualified in the OMR examination will be shortlisted in the ratio of 1:3 of the notified/available vacancies for certificate verification prior to the oral interview (Viva-voce) and the candidates who are eligible will be called for oral interview from the said ratio.

- f) Weightage marks will be given to the candidates presently working on contract and outsourcing basis in the Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority, Hyderabad; and in the Telangana High Court Legal Services Committee, Hyderabad, based on the length of the service they have rendered. Provided,
- i. they have put in at least two years of service by the date of publication of this notification; and
 - ii. they have secured minimum qualifying marks in the OMR based examination, as prescribed above.
- g) No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
- i. That he/she is of sound health and active habits.
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

9. EXAMINATION FEE:

- a) The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees six hundred only), excluding applicable service charges, towards examination fee, whereas the SC, ST, EWS, and Persons with disability (PWD) have to pay an amount of Rs.400/- (Rupees four hundred only), excluding applicable service charges.
- b) Only the applicants belonging to a community recognized as SC/ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/- (Rupees four hundred only).
- c) The Application/Examination Fee is to be remitted / paid through online only.
- d) The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason.

10. MERIT LIST:

- a) Merit list will be based on the consolidated marks obtained by the candidates in the OMR based examination and the viva-voce.

- b) Where two or more candidates get equal number of consolidated marks in the said OMR Examination and oral interview, the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the prescribed educational qualification would be considered.

11. DOCUMENTS TO BE SUBMITTED AT THE TIME OF CERTIFICATE VERIFICATION:

- a) Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth (S.S.C etc.), community certificate issued by the competent authority in case of SCs., STs; and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with Disability Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of persons with disability.
- b) The certificate in respect of BCs, shall show specifically the classification of the group.
- c) Two sets of Photostat copies of certificates duly attested by the Gazetted Officer are to be submitted at the time of verification of the certificates.
- d) No-objection Certificate from Employer (if employed anywhere).
- e) After publication of the list of provisionally selected candidates, they will be called for original certificate verification on a date fixed for this purpose. They shall produce all the relevant original certificates on the prescribed date. If any candidate fails to produce any of the required original certificates, his/her candidature will be rejected without any further correspondence.

12. GENERAL INSTRUCTIONS:

- a) The particulars furnished by the applicant in the application form submitted to the High Court will be taken as final. Candidates should, therefore, be very careful in filling the application.
- b) No T.A. and D.A. will be paid to the candidates who appear for the OMR based examination or for verification of original certificates or for the Viva-voce.

- c) Mere applying and mere securing minimum qualifying marks in the OMR based examination will not give any vested right to any candidate to be called for oral interview.
- d) All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.**
- e) If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.**
- f) Selection will be made as per the Service Rules of the High Court for the State of Telangana, 2019 (as amended from time to time).
- g) Candidates resorting to bring any influence of any kind will be summarily disqualified.
- h) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.
- i) No female candidate whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.
- j) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the post.
- k) This appointment shall be covered by the Contributory Pension Scheme (CPS).
- l) No information will be sent to the unsuccessful candidates after announcement of the list of provisionally selected candidates.
- m) The High Court reserves the right to allot candidates to any examination center other than the centers chosen by the

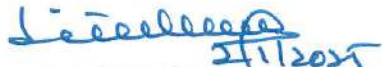
applicant or to abolish/ create a new center for administrative reasons. Request for the change of the center will not be entertained.

- n) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificate of the provisionally selected candidates such as eligibility, education qualification, social status, and physical disability etc., are found to be incorrect at any stage of the recruitment.

13. INFORMATION TO THE APPLICANTS:

- a) The online application form contains two parts i.e., Part - A (One Time Profile Registration Form) and Part-B (Application Form).
- b) After completing Part - A, candidate will get OTPR ID (One Time Profile Registration ID) and Password.
- c) **IMPORTANT NOTE: The candidates shall upload requisite certificates / documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.**
- d) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website viz., "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.
- e) Help Desk (Help Desk will function on all working days):
- Help Desk Land Line Telephone No.040-23688394.
 - Help Desk Email ID: helpdesk-tshc@telangana.gov.in.
 - Working hours of Help Desk Office: From 10.30 A.M to 5.00P.M
 - Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,
DATE: 02.01.2025.


21/1/2025
REGISTRAR (RECRUITMENT)



NOTIFICATION No.1/2025, DATED 02-01-2025 FOR DIRECT RECRUITMENT TO THE POSTS OF STENOGRAPHER GRADE - III IN THE TELANGANA JUDICIAL MINISTERIAL SERVICE.

1. Applications are invited through ONLINE for direct recruitment to the **posts of Stenographer Grade - III** in the Judicial Districts of State of Telangana as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018, carrying **scale of pay of Rs.32810-96890**.
2. The online application portal will be available in the High Court's website "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from 08-01-2025 to 31-01-2025. The Last date for submission of application through online is 31-01-2025 upto 11.59 p.m. No other mode of application will be entertained.
3. The detailed examination schedule will be posted in the High Court's website <https://tshc.gov.in>. The applicants are required to visit the website of High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	10-02-2025
Closing Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	25-02-2025

Download of Hall Tickets for Skill Test (Stenography Test in English)	Date will be intimated in due course
Tentative date of Skill Test (Stenography Test in English)	June-2025 (Date and Time of Examination will be intimated later.)

4. VACANCY POSITION: The detailed District / Unit wise vacancy position of posts in Open Category, Socially and Educationally Backward Classes, Scheduled Castes, Scheduled Tribes, EWS, Person with Disability (PWD), Ex-Serviceman, etc. is as annexed to this notification.

Note:

- a) Selection of candidates against BC-E vacancy will, however, be subject to outcome of Civil Appeal Nos.2628 - 2637/2010, pending consideration before the Hon'ble Supreme Court of India.
- b) Modified nomenclature of BC (Backward Classes) is Socially and Educationally Backward Classes.
- c) Candidates applying under Economically Weaker Section (E.W.S) Category have to produce E.W.S certificate issued by the competent authority.
- d) The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel the notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.
- e) If provisionally selected candidate does not join the post, the next meritorious candidates will be considered for provisional selection, as provided in Rule 11 of the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.

5. EDUCATIONAL QUALIFICATION:

- a) Must be a Graduate from any recognized University, and
- b) Must have passed Telangana Government Technical Examination in English Typewriting by Higher Grade (45 words per minute), or equivalent examination.

- c) Must have passed Telangana Government Technical Examination in English Shorthand by Higher Grade (120 words per minute) or equivalent examination. Provided that if candidates who have passed the examination by Higher Grade are not available, those who have passed the examination by Lower Grade will be considered.

Note: The candidates who have passed the technical examination in English Shorthand by Higher Grade (120 words per minute) from any other technical board other than the Telangana State Board of Technical Education, have to submit the equivalency certificate issued by the Telangana State Board of Technical Education at the time of certificate verification.

- d) Must have knowledge or qualification in computer operation.
- e) The candidates who have higher than the prescribed academic and technical qualifications, if any, shall submit the concerned certificates at the time of certificate verification.
- f) The candidate shall possess the aforesaid Educational Qualifications as on the date of this notification

6. LINGUISTIC QUALIFICATION:

- a) Candidates shall not be eligible for appointment if they do not possess an adequate knowledge of the language or languages of the District in which they are to be appointed. The list containing the languages of the Districts are specified in the User Guide available in the website of the High Court.
- b) Provided that where two or more languages are specified for a District and sufficient number of candidates who have an adequate knowledge of all the prescribed languages are not available, candidates who have an adequate knowledge of any one of the said languages according to the needs of the district will be selected and such candidates shall be eligible for appointment in that district.

7. AGE LIMIT:

- a) As on 01-07-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.
- b) The relaxation of maximum age limit in respect of SCs/STs/BCs/EWS is 5 years, and in case of candidates with physical disabilities, they shall be given age relaxation of 10 years.
- c) The relaxation of maximum age limit in respect of Ex-Servicemen will be as per Rule 12(1)(c) (i) of Telangana State and Subordinate Service Rules.
- d) The upper age limit will be relaxed to the candidates who are presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service, and in the District Legal Services Authority and also in the Mandal Legal Services Committees in the State of Telangana, provided that they were within the prescribed age limit at the time of their initial appointment, either on contract, or on outsourcing basis, subject to fulfillment of prescribed qualifications and Judicial Orders, if any, from time to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.

8. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T., B.C., Economically Weaker Section (EWS), Persons with Disability having the physical disability of 40% and above (except Roster points 6 and 31), Ex-servicemen and Women categories.
- b) For the aforesaid purpose, the community shall be recognized as BC/SC/ST in the State of Telangana **as per G.O.Ms.No.196, dt. 28-5-2016 and Go.Ms.No. 3, dt. 9-9-2020**, as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c) 33.1/3% reservation (Horizontal) in favour of Women in a unit of 100 vacancies is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.

- d) The posts in the District Judiciary are organized as District Cadre posts, and reservation in favour of Local candidates shall be in accordance with the Telangana Public Employment (Organization of Local Cadres and Regulation of Direct Recruitment) Order, 2018, Vide G.O.Ms.No 124, dt.30-08-2018.

9. METHOD OF RECRUITMENT:

- a) The selection process will be on the basis of merit, evaluated by tests in Shorthand English 120 w.p.m. (5 minutes duration). The transcription to be done on Computers within 45 minutes. The said skill tests will be for 100 marks.
- b) The minimum qualifying marks to be secured in the Shorthand English Examination (comprising of dictation of 120 w.p.m. (5 minutes duration) and transcription to be done on Computers within 45 minutes will be 40% for OC and EWS, 35% to the BC candidates and 30% for SC, ST & P.H candidates.
- c) Weightage marks will be given to the candidates presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service and in the District Legal Services Authority and also in the Mandal Legal Services Committees in the State of Telangana, based on the length of the service they have rendered. Provided,
- i. they have put in at least two years of qualifying service by the date of publication of this notification; and
 - ii. they have secured minimum qualifying marks in the said skill tests, as prescribed above.
- d) After framing or drawing the provisional selection list, the provisionally selected candidates have to appear in person and shall produce their original certificates for verification along with two (02) sets of photo copies of the said certificates attested by a Gazetted Officer and also to submit the willingness in writing to join the service, to the appointing authority.
- e) No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
- i. That he/she is of sound health, active habits and free from any bodily defects or infirmities rendering him/her unfit for the service.
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

10. EXAMINATION FEE:

- a) The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees Six hundred only), excluding applicable service charges, towards online application processing fee / examination fee, whereas the SC, ST, EWS, Ex-Servicemen and PWD have to pay an amount of Rs.400/- (Rupees four hundred only), excluding applicable service charges.
- b) Only the applicants belonging to a community recognized as SC/ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/-.
- c) The Application/Examination Fee is to be remitted/paid online only.
- d) The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason, or the recruitment notification is cancelled for any reason.

11. MERIT LIST :

- a) Merit list will be based on the marks obtained by the candidate in the skill test (Stenography test) in English.
- b) Where two or more candidates get equal number of marks in the skill test, the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the educational qualifications prescribed would be considered.

12. DOCUMENTS TO BE SUBMITTED BY THE PROVISIONALLY SELECTED CANDIDATES:

- a) Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth (S.S.C. etc.), community certificate issued by the competent authority in case of SCs., STs; and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with disability Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of person with disability and Discharge certificate by the Ex-servicemen.
- b) The certificate in respect of BCs shall show specifically the classification of the group.
- c) The Other Backward Class (OBC) Certificates will not be considered.

- d) Certificate in respect of Local candidates in terms of **The Telangana Public Employment (Organisation of Local Cadres and Regulation of Direct Recruitment) Order, 2018, vide G.O.Ms.No 124, General Administration (SPF-MC) Department, dt. 30-08-2018.**, as specified in the General Instructions hereunder. If certificates in proof of local candidature are not in accordance with these instructions, the applicant will be treated as non-local.
- e) No-objection Certificate from Employer (if employed anywhere).
- f) The provisionally selected candidates have to produce the required original certificates along with two sets of photocopies of certificates as stated above. If the candidates fails to produce any of the required original certificates, their candidature will be rejected without any further correspondence.

13. GENERAL INSTRUCTIONS:

- a) The particulars furnished by the applicant in the online application form will be taken as final. Candidates should, therefore, be very careful in filling the application.
- b) Training and Security Deposit: Every person appointed to the post of Stenographer Grade - III shall, for the due and faithful performance of duties attached thereto, deposit an amount of Rs.10,000/- (Rupees ten thousand only) towards security at the time of joining the post.
- c) No T.A. and D.A. will be paid to the candidates who appear for the skill test/ certificate verification.
- d) Mere applying and mere securing minimum qualifying marks in the skill test will not give any vested right to any candidate to be selected.
- e) All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.
- f) If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste

etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.

- g) Selection will be made as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.(as amended from time to time).
- h) Candidates resorting to bring any influence of any kind will be summarily disqualified.
- i) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.
- j) No woman whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.
- k) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the post.
- l) This appointment shall be covered by the Contributory Pension Scheme
- m) No information will be sent to the unsuccessful candidates after announcement of list of provisionally selected candidates.
- n) The High Court reserves the right to allot candidates to any examination center other than the centers chosen by the applicant or to abolish/ create a new center for administrative reasons. Request for the change of the center will not be entertained.
- o) For determining the local status of the applicant:
 - i. For regular students who have pursued their education from 4th class to 7th class in one District, those will be considered as local candidates to that respective District.

- ii. For any reason if the applicant has not pursued his/her studies from 4th class to 7th class in one District, study period of 1st class to 7th class will be considered and where they have pursued their studies for maximum period, those will be considered as local candidates to that District.
 - iii. For the applicants who have directly appeared for SSC / 10th examination as private candidates or studied in open school mode without pursuing regular continuous study, they have to submit the Residence Certificate from the concerned Tahsildar for seven (07) years preceding the year of passing 7th examination in the prescribed format in terms of G.O.Ms.No. 124, General Administration (SPF-MC) Department, dt.30.08.2018 in proof of the local candidature. (Copy of the said format is enclosed to the user guide hosted on High Court website.)
- p) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificates of the provisionally selected candidates, such as eligibility, educational qualification, social status, local status and physical disability etc., are found to be incorrect at any stage of the recruitment.

14. INFORMATION TO THE APPLICANTS :

- a) The online application form contains two parts i.e., Part - A (One Time Profile Registration Form) and Part - B (Application Form).
- b) After completing Part - A, candidate/applicant will get OTPR ID (One Time Profile Registration ID) and Password.
- c) **IMPORTANT NOTE:** The candidates shall upload requisite certificates/documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.
- d) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website viz., "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.

e) Help Desk (Help Desk will function on all working days):

- i. Help Desk Land Line Telephone No. 040-23688394.
- ii. Help Desk EMail ID: helpdesk-tshc@telangana.gov.in.
- iii. Working hours of Help Desk Office: From 10.30 A.M to 5.00 P.M
- iv. Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,

DATE: 02.01.2025.


REGISTRAR (RECRUITMENT)

Encl:

Annexure with the detailed District/Unit wise vacancy position.

ANNEXURE

Detailed District/Unit Wise Vacancy Position

STENOGRAPHER GRADE-III

BHADRADRI KOTHAGUDEM

Abstract of vacancies

Class/Category	Number of posts
OC	1
Total	1

CITY CIVIL COURT, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
BC-B	1 (WOMEN)
TOTAL	1 (WOMEN)

CITY SMALL CAUSES COURT, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
OC	1
Total	1

Handwritten signature and date
21/12/2015

JAGTIAL
Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
TOTAL	1 (WOMEN)

JANGAON
Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
TOTAL	1 (WOMEN)

KAMAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	1
SC	1 (WOMEN)
TOTAL	2 (1 WOMEN)

KARIMNAGAR
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
TOTAL	1 (WOMEN)

L. S. S. S.
2/1/2018

KHAMMAM
Abstract of vacancies

Class/Category	Number of posts
OC	1
SC	1 (WOMEN)
TOTAL	2 (1 WOMEN)

MANCHERIAL
Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
TOTAL	1 (WOMEN)

MEDCHAL-MALKAIGIRI
Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
EWS	1
BC-B	1 (WOMEN)
SC	1
ST	1 (WOMEN)
TOTAL	7 (3 WOMEN)

L. Srinivasulu Reddy
21/1/2014

SESSIONS JUDGE, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
EWS	1
TOTAL	1

NALGONDA

Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	3 (2 WOMEN)

NARAYANPET

Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
TOTAL	1 (WOMEN)

Sreedhar
2/1/2025

NIRMAL
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
TOTAL	1 (WOMEN)

NIZAMABAD
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	2 (WOMEN)

RAJANNA SIRICILLA
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
SC	1 (WOMEN)
TOTAL	3 (2 WOMEN)

RANGAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	1
OC (EX SERVICE MEN)	1
BC-C	1
SC	1 (WOMEN)
TOTAL	4 (1 WOMEN)

S. Srinivasan
21/1/2015

SIDDIPET
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
BC-A	1 (WOMEN)
SC	1
TOTAL	4 (2 WOMEN)

SURYAPET
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
SC	1
ST	1 (WOMEN)
TOTAL	4 (2 WOMEN)

WANAPARTHY
Abstract of vacancies

Class/Category	Number of posts
OC	1
SC	1 (WOMEN)
TOTAL	2 (1 WOMEN)

WARANGAL
Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
TOTAL	1 (WOMEN)

S. Srinivasan
2/1/2025

YADADRI-BHONGIR
Abstract of vacancies

Class/Category	Number of posts
BC-A	1 (WOMEN)
TOTAL	1 (WOMEN)

Date: 2-1-2025


2/1/2025
REGISTRAR (RECRUITMENT)



NOTIFICATION No. 2/2025, DATED 02.01.2025 FOR DIRECT RECRUITMENT TO THE POSTS OF JUNIOR ASSISTANT IN THE TELANGANA JUDICIAL MINISTERIAL AND SUBORDINATE SERVICE.

1. Applications are invited through ONLINE for direct recruitment to the posts of **Junior Assistant** in the Judicial Districts of State of Telangana as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018, carrying scale of pay of Rs.**24280-72850**.
2. The online application portal will be available in the High Court's website viz., "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from **08.01.2025 to 31.01.2025**. The Last date for submission of application through online is **31.01.2025** up to 11.59 p.m. No other mode of application will be entertained.
3. The detailed examination schedule will be hosted in the High Court's website viz., <https://tshc.gov.in>. The applicants are required to visit the official website of the High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	10-02-2025
Closing Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	25-02-2025

Download of Hall Tickets for computer-based examination	Date will be intimated in due course
Date of Computer based examination	April- 2025 (Date and Time of examination will be intimated later)

4. **VACANCY POSITION:**

The detailed District/Unit wise vacancy position is annexed to this Notification.

Note:

- a) Selection of candidates against BC-E vacancy will, however, be subject to outcome of Civil Appeal Nos.2628 - 2637/2010 pending consideration before the Hon'ble Supreme Court of India.
- b) **The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel the notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.**
- c) If provisionally selected candidate does not join the post, the next meritorious candidate will be considered for provisional selection, as provided in Rule 11 of the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.

5. **EDUCATIONAL QUALIFICATION:**

- a) Must have passed Bachelor's Degree of any University in India established or incorporated by or under a Central Act, State Act or Provincial Act or an Institution recognized by the University Grants Commission or any equivalent examination.
- b) Must have knowledge or qualification in computer operation.
- c) The candidate shall possess the aforesaid Educational Qualifications as on the date of this notification,
- d) The candidates who have higher than the prescribed academic and technical qualifications, if any, shall submit the concerned certificates at the time of verification of original certificates.

6. LINGUISTIC QUALIFICATION:

- a) Candidates shall not be eligible for appointment if they do not possess adequate knowledge of the language or languages of the district in which they are to be appointed. The list containing the languages of the districts are specified in the User Guide available in the website of the High Court.
- b) Where two or more languages are specified for a district and sufficient number of candidates who have adequate knowledge of all the languages are not available, candidates who have adequate knowledge of any one of the said languages according to the needs of the district will be selected and such candidates shall be eligible for appointment in that district.

7. AGE LIMIT:

- a) As on 01-07-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.
- b) The relaxation of maximum age limit in respect of SCs/STs/BCs/EWS is 5 years, and in case of persons with disability (PWD) shall be given age relaxation of 10 years.
- c) The relaxation of maximum age limit in respect of Ex-servicepersons will be as per Rule 12(1)(c) (i) of Telangana State and Subordinate Service Rules.
- d) The upper age limit will be relaxed to the candidates who are presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service or in the District Legal Services Authority or in the Mandal Legal Services Committees in the State of Telangana, provided that they were within the prescribed age limit at the time of their initial appointment, either on contract, or on outsourcing basis, subject to fulfillment of prescribed qualifications and Judicial Orders, if any, from time to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.

8. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T., B.C., Economically Weaker Section (EWS), Person with Disability (PWD) having the physical disability of 40% and above, Ex-servicepersons and Women categories.

Note: Modified nomenclature of BC (Backward Classes) is Socially and Educationally Backward Classes.

- b) For the aforesaid purpose, the community shall be recognized as BC/SC/ST in the State of Telangana as per G.O.Ms.No.196, dt. 28-5-2016 and G.O.Ms.No. 3, dt. 9-9-2020 as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c) 33.1/3% reservation (Horizontal) in favour of Women in a unit of 100 vacancies is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.
- d) The posts in the District Judiciary are organized as District Cadre posts, and reservation in favour of Local candidates shall be in accordance with The Telangana Public Employment (Organization of Local Cadres and Regulation of Direct Recruitment) Order, 2018, Vide G.O.Ms.No 124, dt.30-08-2018.

9. METHOD OF RECRUITMENT:

- a) The computer-based examination will be of the standard consistent with the minimum educational qualification prescribed i.e., Graduation. The question paper of the computer-based examination shall be objective type with multiple choice questions.
- b) The computer-based examination will consist of 100 questions (60 questions - General Knowledge and 40 questions - General English), and each question will carry one (01) mark. The duration of the computer-based examination will be 120 minutes.
- c) For the computer-based examination in respect of General Knowledge subject, the question paper will be made available in two languages i.e., English and Telugu.
- d) The minimum qualifying marks to be secured in the computer-based examination shall be 40% for OC and EWS candidates, 35% to the BC candidates and 30% for SC, ST & PH candidates.
- e) Weightage marks will be given to the candidates presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service or in the District Legal Services Authority or in the Mandal Legal Services Committees in the State of Telangana, based on the length of the service they have rendered. Provided,

- i. they have put in at least two years of service by the date of publication of this notification; and
 - ii. they have secured minimum qualifying marks in the computer-based examination, as prescribed above.
- f) After framing or drawing the provisional selection list, the provisionally selected candidates have to appear in person and shall produce their original certificates for verification along with two (02) sets of photo copies of the said certificates attested by a Gazetted Officer and also to submit the willingness in writing to join the service, to the appointing authority.
- g) No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
 - i. That he/she is of sound health and active habits.
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

10. EXAMINATION FEE:

- a) The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees six hundred only), excluding applicable service charges, towards online application processing fee / examination fee, whereas the SC, ST, EWS, Ex-Servicemen and Persons with Disabilities (PWD) have to pay an amount of Rs.400/- (Rupees four hundred only), excluding applicable service charges.
- b) Only the applicants belonging to a community recognized as SC/ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/- (Rupees four hundred only).
- c) The Application/Examination Fee is to be remitted/paid through online only.
- d) The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason.

11. MERIT LIST:

- a) Merit list will be based on the marks obtained by the candidate in the computer-based examination.

- b) Where two or more candidates get equal number of marks in the computer-based examination, the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the prescribed educational qualification would be considered.

12. DOCUMENTS TO BE SUBMITTED AT THE TIME OF CERTIFICATE VERIFICATION:

- a) Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth (S.S.C. etc.), community certificate issued by the competent authority in case of SCs., STs; and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with Disability Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of Persons with disability (PWD) and Discharge certificate by the Ex-servicemen.
- b) The certificate in respect of BCs, shall show specifically the classification of the group.
- c) The Other Backward Class (OBC) Certificates will not be considered.
- d) Certificate in respect of Local candidates in terms of **The Telangana Public Employment (Organisation of Local Cadres and Regulation of Direct Recruitment) Order, 2018, vide G.O.Ms.No 124, General Administration (SPF-MC) Department, dt. 30-08-2018.**, as specified in the General Instructions hereunder. If certificates in proof of local candidature are not in accordance with these instructions, the applicant will be treated as non-local.
- e) No-objection Certificate from Employer (if employed anywhere).
- f) After publication of the list of provisionally selected candidates, they will be called for original certificates verification on a date fixed for this purpose. They shall produce all the relevant original certificates on the prescribed date. If any candidate fails to produce any of the required original certificates, his/her candidature will be rejected without any further correspondence.

13. **GENERAL INSTRUCTIONS:**

- a) The particulars furnished by the applicant in the online application form submitted through online will be taken as final. Candidates should, therefore, be very careful in filling the application.
- b) **Training and Security Deposit:** Every person appointed to the post of Junior Assistant shall, for the due and faithful performance of duties attached thereto, deposit an amount of **Rs.10,000/-** (Rupees ten thousand only) towards security at the time of joining the post.
- c) No T.A. and D.A. will be paid to the candidates who appear for the computer-based examination or for verification of original certificates.
- d) Mere applying and mere securing minimum qualifying marks in the computer-based examination will not give any vested right to any candidate to be selected.
- e) **All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.**
- f) **If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.**
- g) Selection will be made as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.(as amended from time to time)
- h) Candidates resorting to bring any influence of any kind will be summarily disqualified.
- i) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.

- j) No woman whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.
- k) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the post.
- l) This appointment shall be covered by the Contributory Pension Scheme (CPS).
- m) No information will be sent to the unsuccessful candidates after announcement list of provisionally selected candidates.
- n) The High Court reserves the right to allot candidates to any examination centre other than the centres chosen by the applicant or to abolish/ create a new centre for administrative reasons. Request for the change of the centre will not be entertained.
- o) For determining local status of the applicant:
- i. For regular students who have pursued their education from 4th class to 7th class in one District, those will be considered as local candidates to that respective Judicial District.
 - ii. For any reason if the applicant has not pursued his/her studies from 4th class to 7th class in one District, study period of 1st class to 7th class will be considered and where they have pursued their studies for maximum period, those will be considered as local candidates to that Judicial District.
 - iii. For the applicants who have directly appeared for SSC / 10th examination as private candidates or studied in open school mode without pursuing regular continuous study, they have to submit the Residence Certificate from the concerned Tahsildar for seven (07) years preceding the year of passing 7th examination in the prescribed format in terms of G.O.Ms.No. 124, General Administration (SPF-MC) Department, dt.30.08.2018 in proof of the local candidature. (Copy of the said format is enclosed to the user guide hosted on High Court website.)

- p) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificates of the provisionally selected candidates such as eligibility, educational qualification, social status, local status and disability etc., are found to be incorrect at any stage of the recruitment.

14. INFORMATION TO THE APPLICANTS APPLYING FOR THE COMPUTER BASED EXAMINATION TO BE CONDUCTED.

- a) The online application form contains two parts i.e., Part – A (One Time Profile Registration Form) and Part – B (Application Form).
- b) After completing Part – A, candidate/applicant will get OTPR ID (One Time Profile Registration ID) and Password.
- c) **IMPORTANT NOTE:** The candidates shall upload requisite certificates / documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.
- d) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website viz., "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.
- e) Help Desk (Help Desk will function on all working days):
- Help Desk Land Line Telephone No. 040-23688394.
 - Help Desk EMail ID: helpdesk-tshc@telangana.gov.in.
 - Working hours of Help Desk Office: From 10.30 A.M to 5.00 P.M
 - Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,
DATE: 02.01.2025.


REGISTRAR (RECRUITMENT)

Encl:

Annexure with the detailed District/Unit wise vacancy position.

ANNEXURE

Detailed District/Unit Wise Vacancy Position

JUNIOR ASSISTANT

ADILABAD

Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1 (WOMEN)
SC	2 (1 WOMEN)
Total	7 (4 WOMEN)

BHADRADRI KOTHAGUDEM

Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
OC (BLINDNESS /LOW VISION)	1 (WOMEN)
BC-A	1
BC-B	1
BC-D	1 (WOMEN)
BC-E	1 (WOMEN)
SC	1 (WOMEN)
ST	1
Total	10 (5 WOMEN)

Signature
2/1/2025

CBI, HYDERABAD
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
OC (EX SERVICE MEN)	1
BC-B	1 (WOMEN)
BC-C	1
Total	5 (2 WOMEN)

CITY CIVIL COURT, HYDERABAD
Abstract of vacancies

Class/Category	Number of posts
OC	11 (3 WOMEN)
EWS	3 (2 WOMEN)
LOCOMOTOR DISABILITY OR CREBRAL PALSY (OPEN)	1
BC-A	3 (1 WOMEN)
BC-B	2 (1 WOMEN)
BC-D	3 (1 WOMEN)
BC-E	2
SC	3 (2 WOMEN)
ST	1 (WOMEN)
TOTAL	29 (11 WOMEN)

Handwritten signature
21/1/2025

CITY SMALL CAUSES COURT, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-C	1
Total	2

HANUMAKONDA

Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1 (WOMEN)
SC	1 (WOMEN)
Total	6 (4 WOMEN)

JAGTIAL

Abstract of vacancies

Class/Category	Number of posts
OC	2
EWS	1 (WOMEN)
BC-A	1
BC-D	1 (WOMEN)
BC-E	1 (WOMEN)
SC	1
TOTAL	7 (3 WOMEN)

Signature
2/1/2025

JANGAON
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
EWS	1
OC(EX SERVICE MEN	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-B	1 (WOMEN)
BC-C	1
SC	1
ST	1 (WOMEN)
TOTAL	9 (4 WOMEN)

JAYASHANKAR-BHUPALAPALLY
Abstract of vacancies

Class/Category	Number of posts
EWS	1
BC-B	1 (WOMEN)
TOTAL	2 (1 WOMEN)

JOGULAMBA GADWAL
Abstract of vacancies

Class/Category	Number of posts
OC	1
EWS	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-B	1 (WOMEN)
Total	4 (2 WOMEN)

[Signature]
2/1/2025

KAMAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
OC (EX SERVICE MEN)	1
BC-B	1 (WOMEN)
BC-C	1
TOTAL	5 (2 WOMEN)

KARIMNAGAR
Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
EWS	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1 (WOMEN)
SC	2 (1 WOMEN)
ST	1 (WOMEN)
TOTAL	9 (5 WOMEN)

L. Sreedhar
21/12/25

KHAMMAM
Abstract of vacancies

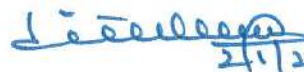
Class/Category	Number of posts
OC	1 (WOMEN)
EWS	2 (1 WOMEN)
OC (EX SERVICE MEN)	1
BC-B	1 (WOMEN)
BC-C	1
SC	2
ST	1 (WOMEN)
TOTAL	9 (4 WOMEN)

KUMURAM BHEEM ASIFABAD
Abstract of vacancies

Class/Category	Number of posts
EWS	1
BC-B	1 (WOMEN)
TOTAL	2 (1 WOMEN)

MAHABUBABAD
Abstract of vacancies

Class/Category	Number of posts
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
TOTAL	1 (WOMEN)


21/1/2025

MAHABUBNAGAR
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
TOTAL	1 (WOMEN)

MANCHERIAL
Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
EWS	1
OC (EX SERVICE MEN)	1
BC-B	1 (WOMEN)
BC-C	1
ST	1 (WOMEN)
TOTAL	8 (3 WOMEN)

MEDAK
Abstract of vacancies

Class/Category	Number of posts
OC	2
BC-A	1 (WOMEN)
SC	1 (WOMEN)
	4 (2 WOMEN)

L. S. S. S. S.
2/1/2015

MEDCHAL-MALKAJIRI
Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
BC-A	1
BC-B	1
BC-E	1 (WOMEN)
SC	2 (1 WOMEN)
ST	1
TOTAL	9 (3 WOMEN)

SESSIONS JUDGE, HYDERABAD
Abstract of vacancies

Class/Category	Number of posts
OC	4 (2 WOMEN)
EWS	2 (1 WOMEN)
OC (LOCOMOTOR DISABILITY OR CEREBAL PALASY)	1
BC-A	2
BC-B	1
BC-D	1 (WOMEN)
BC-E	1
SC	3 (1 WOMEN)
ST	1 (WOMEN)
TOTAL	16 (6 WOMEN)

[Handwritten Signature]
21/12/20

MULUGU
Abstract of vacancies

Class/Category	Number of posts
OC (BLINDNESS / LOW VISION)	1 (Women)
SC	1
TOTAL	2 (1 WOMEN)

NAGARKURNOOL
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1
BC-B	1
SC	1 (WOMEN)
TOTAL	6 (3 WOMEN)

S. S. S. S. S.
21/1/2025

NALGONDA
Abstract of vacancies

Class/Category	Number of posts
OC	6 (2 WOMEN)
EWS	1 (WOMEN)
OC (EX SERVICE MEN)	1
BC-A	1
BC-B	2 (1 WOMEN)
BC-C	1
BC-D	1 (WOMEN)
BC-E	1 (WOMEN)
SC	3 (1 WOMEN)
ST	1
TOTAL	18 (7 WOMEN)

NARAYANPET
Abstract of vacancies

Class/Category	Number of posts
OC	1
EWS	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-B	1 (WOMEN)
SC	1
ST	1 (WOMEN)
TOTAL	6 (3 WOMEN)


24/1/2025

NIRMAL
Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
SC	1 (WOMEN)
BC-A	1 (WOMEN)
TOTAL	5 (3 WOMEN)

NIZAMABAD
Abstract of vacancies

Class/Category	Number of posts
OC	5 (2 WOMEN)
EWS	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1 (WOMEN)
SC	2 (1 WOMEN)
ST	1 (WOMEN)
TOTAL	11 (6 WOMEN)

PEDDAPALLI
Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
EWS	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-B	1 (WOMEN)
SC	1
ST	1 (WOMEN)
TOTAL	8 (4 WOMEN)

L. Sreedharan
2/1/2015

RAJANNA SIRICILLA
Abstract of vacancies

Class/Category	Number of posts
OC	4 (1 WOMEN)
EWS	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1 (WOMEN)
BC-B	1 (WOMEN)
SC	1
ST	1 (WOMEN)
TOTAL	10 (5 WOMEN)

RANGAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	18 (6 WOMEN)
OC (Autism, intellectual disability, specific learning disability and mental illness, multiple disabilities)	1
EWS	5 (2 WOMEN)
OC (LOCOMOTOR DISABILITY OR CEREBRAL PALSY)	1
BC-A	4 (1 WOMEN)
BC-B	6 (2 WOMEN)
BC-D	4 (1 WOMEN)
BC-E	3
SC	9 (3 WOMEN)
ST	3 (1 WOMEN)
TOTAL	54 (16 WOMEN)

S. Srinivasan
2/1/2025

SANGAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
EWS	1 (WOMEN)
OC (EX-SERVICE MEN)	1
BC-B	1 (WOMEN)
BC-C	1
BC-D	1 (WOMEN)
SC	1
TOTAL	9 (4 WOMEN)

SIDDIPET
Abstract of vacancies

Class/Category	Number of posts
OC	4 (2 WOMEN)
EWS	1 (WOMEN)
OC (EX SERVICE MEN)	1
BC-B	1
BC-C	1
BC-D	1 (WOMEN)
BC-E	1 (WOMEN)
SC	2 (1 WOMEN)
TOTAL	12 (6 WOMEN)


21/12/2025

SURYAPET
Abstract of vacancies

Class/Category	Number of posts
OC	6 (2 WOMEN)
EWS	2 (1 WOMEN)
OC (EX-SERVICE MEN)	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1
BC-B	2 (1 WOMEN)
BC-C	1
BC-D	1 (WOMEN)
BC-E	1 (WOMEN)
SC	4 (1 WOMEN)
ST	2 (1 (WOMEN))
TOTAL	22 (9 WOMEN)

VIKARABAD
Abstract of vacancies

Class/Category	Number of posts
OC	1
EWS	1 (WOMEN)
OC (EX-SERVICE MEN)	1
BC-C	1
BC-D	1 (WOMEN)
SC	1
TOTAL	6 (2 WOMEN)

(Signature)
2/1/2025

WANAPARTHY
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
BC-B	1 (WOMEN)
TOTAL	3 (2 WOMEN)

WARANGAL
Abstract of vacancies

Class/Category	Number of posts
OC	5 (2 WOMEN)
EWS	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
OC (EX SERVICE MEN)	1
BC-A	1 (WOMEN)
BC-B	1 (WOMEN)
SC	2 (1 WOMEN)
ST	1 (WOMEN)
TOTAL	13 (7 WOMEN)


2/1/2025

YADADRI-BHONGIR
Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
EWS	1 (WOMEN)
BC-A	1
BC-C	1
BC-D	1 (WOMEN)
BC-E	1 (WOMEN)
SC	2 (1 WOMEN)
TOTAL	10 (5 WOMEN)

Date: 2-1-2025


2/1/2025
REGISTRAR (RECRUITMENT)



NOTIFICATION No.3/2025, DATED 02-01-2025 FOR DIRECT RECRUITMENT TO THE POSTS OF TYPIST IN THE TELANGANA JUDICIAL MINISTERIAL SERVICE.

1. Applications are invited through ONLINE for direct recruitment to the **posts of Typist** in the Judicial Districts of State of Telangana as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018, carrying **scale of pay of Rs.24280-72850**.
2. The online application portal will be available in the High Court's website "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from 08-01-2025 to 31-01-2025. The Last date for submission of application through online is 31-01-2025 upto 11.59 p.m. No other mode of application will be entertained.
3. The detailed examination schedule will be posted in the High Court's website <https://tshc.gov.in>. The applicants are required to visit the website of High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana.	10-02-2025
Closing Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana.	25-02-2025

Download of Hall Tickets for Skill Test	Date will be intimated in due course
Tentative date of Skill Test (Typing Test in English)	June -2025 (Date and Time of Examination will be intimated later.)

4. VACANCY POSITION: The detailed District/unit wise vacancy position of posts is annexed to this notification.

Note:

- a) Selection of candidates against BC-E vacancies will, however, be subject to outcome of Civil Appeal Nos.2628 - 2637/2010 pending consideration before the Hon'ble Supreme Court of India.
- b) Modified nomenclature of BC (Backward Classes) is Socially and Educationally Backward Classes.
- c) Candidates applying under Economically Weaker Section (E.W.S) Category have to produce certified copy of E.W.S certificate issued by the competent authority.
- d) The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel the notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.
- e) If provisionally selected candidate does not join the post, the next meritorious candidate will be considered for provisional selection, as provided in Rule 11 of the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.

5. EDUCATIONAL QUALIFICATIONS:

- a) Must have passed Bachelor's Degree of any University in India established or incorporated by or under a Central Act, State Act or Provincial Act or an Institution recognized by the University Grants Commission or any equivalent qualification.
- b) Must have passed Telangana Government Technical Examination in English Typewriting by Higher Grade (45 words per minute), or equivalent examination.
- c) Must have knowledge or qualification in computer operation.

- d) The candidates who have higher than the prescribed academic and technical qualifications, if any, shall submit the concerned certificates at the time of certificate verification.
- e) The candidate shall possess the aforesaid Educational Qualifications as on the date of this notification

6. LINGUISTIC QUALIFICATION:

- a) Candidates shall not be eligible for appointment if they do not possess an adequate knowledge of the language or languages of the District in which they are to be appointed. The list containing the languages of the Districts are specified in the User Guide available in the website of the High Court.
- b) Provided that where two or more languages are specified for a District and sufficient number of candidates who have an adequate knowledge of all the prescribed languages are not available, candidates who have an adequate knowledge of any one of the said languages according to the needs of the district will be selected and such candidates shall be eligible for appointment in that district.

7. AGE LIMIT:

- a) As on 01-07-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.
- b) The relaxation of maximum age limit in respect of SCs/STs/BCs/EWS is 5 years, and in case of Persons with disability (PWD) they shall be given age relaxation of 10 years.
- c) The relaxation of maximum age limit in respect of Ex-Servicemen will be as per Rule 12(1)(c) (i) of Telangana State and Subordinate Service Rules.
- d) The upper age limit will be relaxed to the candidates who are presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service or in the District Legal Services Authority or in the Mandal Legal Services Committees in the State of Telangana, provided that they were within the prescribed age limit at the time of their initial appointment, either on contract, or on outsourcing basis, subject to fulfillment of prescribed qualifications and Judicial Orders, if any, from time to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.

8. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T., B.C., Economically Weaker Section (EWS), Persons with Disability (PWD) having the physical disability of 40% and above (except Roster points 6 and 31), Ex-servicemen and Women categories.
- b) For the aforesaid purpose, the community shall be recognized as BC/SC/ST in the State of Telangana **as per G.O.Ms.No.196, dt. 28-5-2016 and Go.Ms.No. 3, dt. 9-9-2020**, as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c) 33.1/3% reservation (Horizontal) in favour of Women in a unit of 100 vacancies is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.
- d) The posts in the District Judiciary are organized as District Cadre posts, and reservation in favour of Local candidates shall be in accordance with The Telangana Public Employment (Organization of Local Cadres And Regulation of Direct Recruitment) Order, 2018, Vide G.O.Ms.No 124, dt.30-08-2018.

9. METHOD OF RECRUITMENT:

- a) The English Typewriting test (skill test) with the use of computers will be for 10 minutes (with a speed of 45 w.p.m.) for 100 marks.
- b) The minimum qualifying marks to be secured in the Typing test are 40% for O.C and EWS candidates, 35% for the candidates of BC category and 30% for the candidates of SCs, STs and PH candidates.
- c) Weightage marks will be given to the candidates presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service or in the District Legal Services Authority or in the Mandal Legal Services Committees in the State of Telangana, based on the length of the service they have rendered. Provided,
 - i. they have put in at least two years of qualifying service by the date of publication of this notification; and
 - ii. they have secured minimum qualifying marks in the Typewriting test, as prescribed above.

- d) After framing or drawing the provisional selection list, the provisionally selected candidates have to appear in person and shall produce their original certificates for verification along with two (02) sets of photo copies of the said certificates attested by a Gazetted Officer and also to submit the willingness in writing to join the service, to the appointing authority.
- e) No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
- i. That he/she is of sound health, active habits and free from any bodily defects or infirmities rendering him/her unfit for the service.
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

10. EXAMINATION FEE:

- a) The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees Six hundred only), excluding applicable service charges, towards online application processing fee / examination fee, whereas the SC, ST, EWS, Ex-Servicemen and Persons with Disabilities (PWD) have to pay an amount of Rs.400/- (Rupees four hundred only), excluding applicable service charges.
- b) Only the applicants belonging to a community recognized as SC/ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/-.
- c) The Application/Examination Fee is to be remitted/paid through online only.
- d) The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason, or the recruitment notification is canceled for any reason.

11. MERIT LIST:

- a) Merit list will be based on the marks obtained by the candidate in the skill test (Typing) in English.

- b) Where two or more candidates get equal number of marks in the skill test, the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the educational qualifications prescribed would be considered.

12. DOCUMENTS TO BE SUBMITTED BY THE PROVISIONALLY SELECTED CANDIDATES:

- a) Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth, (S.S.C. etc.), community certificate issued by the competent authority in case of SCs., STs; and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with Disability (PWD) Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of persons with disability and Discharge certificate by the Ex-servicemen.
- b) The certificate in respect of BCs shall show specifically the classification of the group.
- c) The Other Backward Class (OBC) Certificates will not be considered.
- d) Certificate in respect of Local candidates in terms of **The Telangana Public Employment (Organisation of Local Cadres and Regulation of Direct Recruitment) Order, 2018, vide G.O.Ms.No. 124, General Administration (SPF-MC) Department, dt. 30-08-2018.**, as specified in the General Instructions hereunder. If certificates in proof of local candidature are not in accordance with these instructions, the applicant will be treated as non-local.
- e) No-objection Certificate from Employer (if employed anywhere).
- f) The provisionally selected candidates have to produce the required original certificates along with two sets of photocopies of certificates as stated above. If the candidates fails to produce any of the required original certificates, their candidature will be rejected without any further correspondence.

13. GENERAL INSTRUCTIONS:

- a) The particulars furnished by the applicant in the online application form will be taken as final. Candidates should, therefore, be very careful in filling the application.

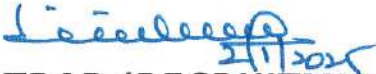
- b) Training and Security Deposit: Every person appointed to the post of Typist shall, for the due and faithful performance of duties attached thereto, deposit an amount of Rs.10,000/- (Rupees ten thousand only) towards security at the time of joining the post.
- c) No T.A. and D.A. will be paid to the candidates who appear for the skill test/certificate verification.
- d) Mere applying and mere securing minimum qualifying marks in the skill test will not give any vested right to any candidate to be selected.
- e) All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.
- f) If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.
- g) Selection will be made as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.(as amended from time to time)
- h) Candidates resorting to bring any influence of any kind will be summarily disqualified.
- i) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.
- j) No woman whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.
- k) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the posts.

- l) This appointment shall be covered by the Contributory Pension Scheme
- m) No information will be sent to the unsuccessful candidates after announcement of list of provisionally selected candidates.
- n) The High Court for the State of Telangana, Hyderabad, reserves the right either to increase, decrease the number of vacancies or cancel the notification, at any stage, without assigning any reason thereof.
- o) For determining the local status of the applicant:
- i. For regular students who have pursued their education from 4th class to 7th class in one District, those will be considered as local candidates to that respective District.
 - ii. For any reason if the applicant has not pursued his/her studies from 4th class to 7th class in one District, study period of 1st class to 7th class will be considered and where they have pursued their studies for maximum period, those will be considered as local candidates to that District.
 - iii. For the applicants who have directly appeared for SSC / 10th examination as private candidates or studied in open school mode without pursuing regular continuous study, they have to submit the Residence Certificate from the concerned Tahsildar for seven (07) years preceding the year of passing 7th examination in the prescribed format in terms of G.O.Ms.No. 124, General Administration (SPF-MC) Department, dt.30.08.2018 in proof of the local candidature. (Copy of the said format is enclosed to the user guide hosted on High Court website.)
- p) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificates of the provisionally selected candidates, such as eligibility, educational qualification, social status, local status and physical disability etc., are found to be incorrect at any stage of the recruitment.

14. INFORMATION TO THE APPLICANTS :

- a) The online application form contains two parts i.e., Part - A (One Time Profile Registration Form) and Part - B (Application Form).
- b) After completing Part - A, candidate/applicant will get OTPR ID (One Time Profile Registration ID) and Password.
- c) **IMPORTANT NOTE:** The candidates shall upload requisite certificates/documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.
- d) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website viz., "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.
- e) Help Desk (Help Desk will function on all working days):
 - i. Help Desk Land Line Telephone No. 040-23688394.
 - ii. Help Desk EMail ID: helpdesk-tshc@telangana.gov.in.
 - iii. Working hours of Help Desk Office: From 10.30 A.M to 5.00 P.M
 - iv. Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,
DATE: 02-01-2025.


REGISTRAR (RECRUITMENT)

Encl:
Annexure with the detailed District/Unit wise vacancy position.

ANNEXURE

Detailed District/Unit Wise Vacancy Position

TYPIST

ADILABAD

Abstract of vacancies

Class/Category	Number of posts
OC	1
TOTAL	1

CITY CIVIL COURT, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
OC (EX-SERVICEMEN)	1
SC	1 (WOMEN)
TOTAL	2 (1 WOMEN)

CITY SMALL CAUSES COURT, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
EWS	1
BC-B	1 (WOMEN)
ST	1 (WOMEN)
TOTAL	3 (2 WOMEN)

Handwritten signature
2/1/2025

JAGTIAL
Abstract of vacancies

Class/Category	Number of posts
BC-A	1 (WOMEN)
TOTAL	1 (WOMEN)

JANGAON
Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
TOTAL	1 (WOMEN)

JAYASHANKAR-BHUPALAPALLY
Abstract of vacancies

Class/Category	Number of posts
BC-A	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	2 (WOMEN)

KAMAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	1
SC	1 (WOMEN)
TOTAL	2 (1 WOMEN)


21/10/25

KHAMMAM
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
SC	1
ST	1 (WOMEN)
TOTAL	4 (2 WOMEN)

MAHABUBABAD
Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
TOTAL	2 (1 WOMEN)

MANCHERIAL
Abstract of vacancies

Class/Category	Number of posts
OC	1
SC	1 (WOMEN)
TOTAL	2 (1 WOMEN)

MEDAK
Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
TOTAL	2 (1 WOMEN)


24/12/21

MEDCHAL-MALKAIGIRI
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
OC (EX-SERVICE MEN)	1
TOTAL	3 (1 WOMEN)

SESSIONS JUDGE, HYDERABAD
Abstract of vacancies

Class/Category	Number of posts
OC	2 (WOMEN)
EWS	1
OC (EX SERVICE MEN)	2
BC-B	1
TOTAL	6 (2 WOMEN)

MULUGU
Abstract of vacancies

Class/Category	Number of posts
OC	1
SC	1 (WOMEN)
TOTAL	2 (1WOMEN)

NAGARKURNOOL
Abstract of vacancies

Class/Category	Number of posts
BC-A	1 (WOMEN)
TOTAL	1 (WOMEN)

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2/1/2025

NALGONDA
Abstract of vacancies

Class/Category	Number of posts
OC	4 (2 WOMEN)
BC-A	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	6 (4 WOMEN)

NIZAMABAD
Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-B	1 (WOMEN)
TOTAL	2 (1 WOMEN)

PEDDAPALLI
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
SC	1
ST	1 (WOMEN)
TOTAL	3 (2 WOMEN)

RAJANNA SIRICILLA
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	2 (WOMEN)

L. S. S. S. S.
2/1/2015

RANGAREDDY
Abstract of vacancies

Class/Category	Number of posts
BC-A	1
TOTAL	1

SANGAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	3 (2 WOMEN)

SIDDIPET
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
EWS	1
SC	1
ST	1 (WOMEN)
TOTAL	4 (2 WOMEN)

SURYAPET
Abstract of vacancies

Class/Category	Number of posts
SC	1
ST	1 (WOMEN)
TOTAL	2 (1WOMEN)

L. Srinivasan
21/12/2025

VIKARABAD
Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
TOTAL	2 (1 WOMEN)

WANAPARTHY
Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
TOTAL	1 (WOMEN)

WARANGAL
Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	3 (2 WOMEN)

L. S. S. S.
27/1/2025

YADADRI-BHONGIR
Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	3 (2 WOMEN)

Date: 2-1-2025


REGISTRAR (RECRUITMENT)



NOTIFICATION No. 04/2025, DATED 02.01.2025 FOR DIRECT RECRUITMENT TO THE POSTS OF FIELD ASSISTANT IN THE TELANGANA JUDICIAL MINISTERIAL AND SUBORDINATE SERVICE.

1. Applications are invited through ONLINE for direct recruitment to the posts of **Field Assistant** in the Judicial Districts of State of Telangana as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018, carrying scale of pay of Rs.**24280-72850**.
2. The online application portal will be available in the High Court's website viz., "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from **08.01.2025 to 31.01.2025**. The Last date for submission of application through online is 31.01.2025 up to 11.59 p.m. No other mode of application will be entertained.
3. The detailed examination schedule will be hosted in the High Court's website viz., <https://tshc.gov.in>. The applicants are required to visit the official website of the High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	10-02-2025
Closing Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	25-02-2025

Download of Hall Tickets for computer-based examination	Date will be intimated in due course
Tentative date of Computer based examination	April - 2025 (Date and Time of examination will be intimated later.)

4. VACANCY POSITION: The detailed District/Unit wise vacancy position is annexed to this Notification.

Note:

- a) Selection of candidates against BC-E vacancy will, however, be subject to outcome of Civil Appeal Nos.2628 - 2637/2010, pending consideration before the Hon'ble Supreme Court of India.
- b) The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel the notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.**
- c) If provisionally selected candidate does not join the post, the next meritorious candidate will be considered for provisional selection, as provided in Rule 11 of the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.

5. EDUCATIONAL QUALIFICATION:

- a) Must have passed Bachelor's Degree of any University in India established or incorporated by or under a Central Act, State Act or Provincial Act or an Institution recognized by the University Grants Commission or any equivalent examination.
- b) The candidate shall possess the aforesaid Educational Qualifications as on the date of this notification.
- c) The candidates who have higher than the prescribed academic and technical qualifications, if any, shall submit the concerned certificates at the time of verification of original certificates.

6. LINGUISTIC QUALIFICATION:

- a) Candidates shall not be eligible for appointment if they do not possess adequate knowledge of the language or languages of the district in which they are to be appointed. The list containing the languages of the districts are specified in the User Guide available in the website of the High Court.
- b) Where two or more languages are specified for a district and sufficient number of candidates who have adequate knowledge of all the languages are not available, candidates who have adequate knowledge of any one of the said languages according to the needs of the district will be selected and such candidates shall be eligible for appointment in that district.

7. AGE LIMIT:

- a) As on 01-07-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.
- b) The relaxation of maximum age limit in respect of SCs/STs/BCs/EWS is 5 years, and in case of person with disability (PWD) shall be given age relaxation of 10 years.
- c) The relaxation of maximum age limit in respect of Ex-servicepersons will be as per Rule 12(1)(c) (i) of Telangana State and Subordinate Service Rules.
- d) The upper age limit will be relaxed to the candidates who are presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service or in the District Legal Services Authority or in the Mandal Legal Services Committees in the State of Telangana, provided that they were within the prescribed age limit at the time of their initial appointment, either on contract, or on outsourcing basis, subject to fulfillment of prescribed qualifications and Judicial Orders, if any, from time to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.

8. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T., B.C., Economically Weaker Section (EWS), Persons with Disability (PWD) having the physical disability of 40% and above, Ex-servicepersons and Women categories.

Note: Modified nomenclature of BC (Backward Classes) is Socially and Educationally Backward Classes.

- b)** For the aforesaid purpose, the community shall be recognized as BC/SC/ST in the State of Telangana as per G.O.Ms.No.196, dt. 28-5-2016 and G.O.Ms.No. 3, dt. 9-9-2020 as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c)** 33.1/3% reservation (Horizontal) in favour of Women in a unit of 100 vacancies is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.
- d)** For the purpose of filling up the vacancies reserved for the Economically Weaker Section (EWS), G.O.Ms.No. 243, dt. 24-8-2021 and G.O.Ms.No. 244, dt: 24-8-2021 will be applicable.
- e)** The posts in the District Judiciary are organized as District Cadre posts, and reservation in favour of Local candidates shall be in accordance with the Telangana Public Employment (Organization of Local Cadres And Regulation of Direct Recruitment) Order, 2018,Vide G.O.Ms.No 124, dt.30-08-2018.

9. METHOD OF RECRUITMENT:

- a) The computer-based examination will be of the standard consistent with the minimum educational qualification prescribed i.e., Graduation. The question paper of the computer-based examination shall be objective type with multiple choice questions.
- b) The computer-based examination will consist of 100 questions (60 questions - General Knowledge and 40 questions - General English) and each question will carry one (01) mark. The duration of the computer-based examination will be 120 minutes.
- c) For the computer-based examination in respect of General Knowledge subject, the question paper will be made available in two languages i.e., English and Telugu.
- d) The minimum qualifying marks to be secured in the computer-based examination shall be 40% for OC and EWS candidates, 35% to the BC candidates and 30% for SC, ST & PH candidates.

- e) Weightage marks will be given to the candidates presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service or in the District Legal Services Authority or in the Mandal Legal Services Committees in the State of Telangana, based on the length of the service they have rendered. Provided,
- i. they have put in at least two years of service by the date of publication of this notification; and
 - ii. they have secured minimum qualifying marks in the computer-based examination, as prescribed above.
- f) After framing or drawing the provisional selection list, the Recruiting authority will call the provisionally selected candidate to appear in person and produce the original certificates for verification and the willingness in writing to join service.
- g) No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
- i. That he/she is of sound health and active habits.
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

10. EXAMINATION FEE:

- a) The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees six hundred only), excluding applicable service charges, towards online application processing fee / examination fee, whereas the SC, ST, EWS, Ex-Servicemen and Persons with Disabilities (PWD) have to pay an amount of Rs.400/- (Rupees four hundred only), excluding applicable service charges.
- b) Only the applicants belonging to a community recognized as SC/ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/- (Rupees four hundred only).
- c) The Application/Examination Fee is to be remitted/paid through online only.
- d) The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason.

11. MERIT LIST:

- a) Merit list will be based on the marks obtained by the candidate in the computer-based examination.
- b) Where two or more candidates get equal number of marks in the computer-based examination, the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the prescribed educational qualification would be considered.

12. DOCUMENTS TO BE SUBMITTED AT THE TIME OF CERTIFICATE VERIFICATION:

- a) Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth (S.S.C. etc.), community certificate issued by the competent authority in case of SCs., STs, and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with Disability Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of person with disability (PWD) and Discharge certificate by the Ex-servicemen.
- b) The certificate in respect of BCs, shall show specifically the classification of the group.
- c) Two sets of Photostat copies of certificates duly attested by the Gazetted Officer are to be submitted at the time of verification of the certificates.
- d) The Other Backward Class (OBC) Certificates will not be considered.
- e) Certificate in respect of Local candidates in terms of **The Telangana Public Employment (Organisation of Local Cadres and Regulation of Direct Recruitment) Order, 2018, vide G.O.Ms.No 124, General Administration (SPF-MC) Department, dt. 30-08-2018.**, as specified in the General Instructions hereunder. If certificates in proof of local candidature are not in accordance with these instructions, the applicant will be treated as non-local.
- f) No-objection Certificate from Employer (if employed anywhere).

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21/12/2018

- g) After publication of the list of provisionally selected candidates, they will be called for original certificate verification on a date fixed for this purpose. They shall produce all the relevant original certificates on the prescribed date. If any candidate fails to produce any of the required original certificates, his/her candidature will be rejected without any further correspondence.

13. GENERAL INSTRUCTIONS:

- a) The particulars furnished by the applicant in the online application form submitted through online will be taken as final. Candidates should, therefore, be very careful in filling the application.
- b) **Training and Security Deposit:** Every person appointed to the post of Field Assistant shall, for the due and faithful performance of duties attached thereto, deposit an amount of **Rs.10,000/-** (Rupees ten thousand only) towards security at the time of joining the post.
- c) No T.A. and D.A. will be paid to the candidates who appear for the computer-based examination or for verification of original certificates.
- d) Mere applying and mere securing minimum qualifying marks in the computer-based examination will not give any vested right to any candidate to be selected.
- e) **All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.**
- f) **If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.**
- g) Selection will be made as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.(as amended from time to time)
- h) Candidates resorting to bring any influence of any kind will be summarily disqualified.

- i) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.
- j) No woman whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.
- k) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the post.
- l) This appointment shall be covered by the Contributory Pension Scheme (CPS).
- m) No information will be sent to the unsuccessful candidates after announcement list of provisionally selected candidates.
- n) The High Court reserves the right to allot candidates to any examination centre other than the centres chosen by the applicant or to abolish/ create a new centre for administrative reasons. Request for the change of the centre will not be entertained.
- o) For determining local status of the applicant:
- i. For regular students who have pursued their education from 4th class to 7th class in one District, those will be considered as local candidates to that respective Judicial District.
 - ii. For any reason if the applicant has not pursued his/her studies from 4th class to 7th class in one District, study period of 1st class to 7th class will be considered and where they have pursued their studies for maximum period, those will be considered as local candidates to that Judicial District.
 - iii. For the applicants who have directly appeared for SSC / 10th examination as private candidates or studied in open school mode without pursuing regular continuous study, they have to submit the Residence Certificate from the concerned Tahsildar for seven (07) years preceding the year of passing 7th examination in the

prescribed format in terms of G.O.Ms.No. 124, General Administration (SPF-MC) Department, dt.30.08.2018 in proof of the local candidature. (Copy of the said format is enclosed to the user guide hosted on High Court website.)

- p) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificates of the provisionally selected candidates such as eligibility, educational qualification, social status, local status and disability etc., are found to be incorrect at any stage of the recruitment.

14. INFORMATION TO THE APPLICANTS APPLYING FOR THE COMPUTER BASED EXAMINATION TO BE CONDUCTED.

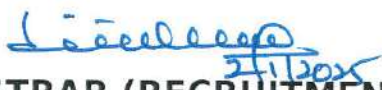
- a) The online application form contains two parts i.e., Part - A (One Time Profile Registration Form) and Part - B (Application Form).
- b) After completing Part - A, candidate/applicant will get OTPR ID (One Time Profile Registration ID) and Password.
- c) **IMPORTANT NOTE:** The candidates shall upload requisite certificates / documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.
- d) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website viz., "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.
- e) Help Desk (Help Desk will function on all working days):
- Help Desk Land Line Telephone No. 040-23688394.
 - Help Desk EMail ID: helpdesk-tshc@telangana.gov.in.
 - Working hours of Help Desk Office: From 10.30 A.M to 5.00 P.M
 - Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,

DATE: 02.01.2025.

Encl:

Annexure with the detailed District/Unit wise vacancy position.


REGISTRAR (RECRUITMENT)

ANNEXURE

Detailed District/Unit Wise Vacancy Position

FIELD ASSISTANT

ADILABAD

Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
Total	1 (WOMEN)

BHADRADRI KOTHAGUDEM

Abstract of vacancies

Class/Category	Number of posts
OC (BLINDNESS /LOW VISION)	1 (WOMEN)
SC	1
ST	1 (WOMEN)
Total	3 (2 WOMEN)

CBI, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
Total	1 (WOMEN)

L. S. S. S. S. S.
2/1/2025

CITY CIVIL COURT, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
OC	1
OC (BLINDNESS /LOW VISION)	1 (WOMEN)
BC-A	1
BC-E	1 (WOMEN)
TOTAL	4 (2 WOMEN)

HANUMAKONDA

Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
TOTAL	1 (WOMEN)

JAGTIAL

Abstract of vacancies

Class/Category	Number of posts
OC (BLINDNESS /LOW VISION)	1 (WOMEN)
Total	1 (WOMEN)

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JANGAON
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
SC	1 (WOMEN)
Total	3 (2 WOMEN)

JAYASHANKAR-BHUPALAPALLY
Abstract of vacancies

Class/Category	Number of posts
OC	1
Total	1

KHAMMAM
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
TOTAL	1 (WOMEN)

KUMURAM BHEEM ASIFABAD
Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
TOTAL	1 (WOMEN)

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2/1/2025

MAHABUBABAD
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	2 (WOMEN)

MAHABUBNAGAR
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
TOTAL	1 (WOMEN)

MANCHERIAL
Abstract of vacancies

Class/Category	Number of posts
OC	2
OC (BLINDNESS /LOW VISION)	1 (WOMEN)
TOTAL	2 (1 WOMEN)

MEDAK
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
TOTAL	1 (WOMEN)

L. Sreedhar
2/1/2015

MEDCHAL-MALKAJIRI

Abstract of vacancies

Class/Category	Number of posts
EWS	1
BC-B	1 (WOMEN)
ST	1 (WOMEN)
TOTAL	3 (2 WOMEN)

MULUGU

Abstract of vacancies

Class/Category	Number of posts
SC (W)	1
TOTAL	1 (WOMEN)

NAGARKURNOOL

Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
TOTAL	2 (1 WOMEN)

NALGONDA

Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
BC-A	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	4 (3 WOMEN)


21/12/2024

NIZAMABAD
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
BC-A	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	4 (3 WOMEN)

RAJANNA SIRICILLA
Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
TOTAL	2 (1 WOMEN)

RANGAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	4 (1 WOMEN)
EWS	1 (WOMEN)
OC (EX-SERVICE MEN)	1
BC-A	1
BC-C	1
BC-D	1 (WOMEN)
BC-E	1 (WOMEN)
SC	1
TOTAL	11 (4 WOMEN)

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21/1/2025

SANGAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
TOTAL	1 (WOMEN)

SIDDIPET
Abstract of vacancies

Class/Category	Number of posts
OC	1
EWS	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
SC	1
ST	1 (WOMEN)
TOTAL	5 (2 WOMEN)

SURYAPET
Abstract of vacancies

Class/Category	Number of posts
OC	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1 (WOMEN)
SC	1
TOTAL	4 (2 WOMEN)


2/1/2015

VIKARABAD
Abstract of vacancies

Class/Category	Number of posts
OC	1
TOTAL	1

WARANGAL
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
SC	1 (WOMEN)
TOTAL	3 (2 WOMEN)

YADADRI-BHONGIR
Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
TOTAL	2 (1 WOMEN)

Date: 2-1-2025


2/1/2025
REGISTRAR (RECRUITMENT)



NOTIFICATION No.05/2025, DATED 02.01.2025 FOR DIRECT RECRUITMENT TO THE POSTS OF EXAMINER IN THE TELANGANA JUDICIAL MINISTERIAL AND SUBORDINATE SERVICE.

1. Applications are invited through ONLINE for direct recruitment to the posts of **Examiner** in the Judicial Districts of State of Telangana as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018, carrying scale of pay of Rs.**22900-69150**.
2. The online application portal will be available in the High Court's website viz., "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from 08-01-2025 to 31-01-2025. The Last date for submission of application through online is 31.01.2025 up to 11.59 p.m. No other mode of application will be entertained.
3. The detailed examination schedule will be hosted in the High Court's website viz., <https://tshc.gov.in>. The applicants are required to visit the official website of the High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	10-02-2025
Closing Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	25-02-2025

Download of Hall Tickets for computer-based examination	Date will be intimated in due course
Date of Computer based examination	April - 2025 (Date and Time of examination will be intimated later)

4. VACANCY POSITION: The detailed District/Unit wise vacancy position is annexed to this Notification.

Note:

- a) Selection of candidates against BC-E vacancy will, however, be subject to outcome of Civil Appeal Nos.2628 - 2637/2010 pending consideration before the Hon'ble Supreme Court of India.
- b) The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel the notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.**
- c) If provisionally selected candidate does not join the post, the next meritorious candidate will be considered for provisional selection, as provided in Rule 11 of the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.

5. EDUCATIONAL QUALIFICATION:

- a) Must have passed Intermediate examination conducted by the State Board of Intermediate Education or its equivalent examination.
- b) The candidate shall possess the aforesaid Educational Qualifications as on the date of this notification.
- c) The candidates who have higher than the prescribed academic and technical qualifications, if any, shall submit the concerned certificates at the time of verification of original certificates.

6. LINGUISTIC QUALIFICATION:

- a) Candidates shall not be eligible for appointment if they do not possess adequate knowledge of the language or languages of the district in which they are to be appointed. The list containing the languages of the districts are specified in the User Guide available in the website of the High Court.

- b) Where two or more languages are specified for a district and sufficient number of candidates who have adequate knowledge of all the languages are not available, candidates who have adequate knowledge of any one of the said languages according to the needs of the district will be selected and such candidates shall be eligible for appointment in that district.

7. AGE LIMIT:

- a) As on 01-07-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.
- b) The relaxation of maximum age limit in respect of SCs/STs/BCs/EWS is 5 years, and in case of Persons with Disability (PWD) shall be given age relaxation of 10 years.
- c) The relaxation of maximum age limit in respect of Ex-servicepersons will be as per Rule 12(1)(c) (i) of Telangana State and Subordinate Service Rules.
- d) The upper age limit will be relaxed to the candidates who are presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service or in the District Legal Services Authority or in the Mandal Legal Services Committees in the State of Telangana, provided that they were within the prescribed age limit at the time of their initial appointment, either on contract, or on outsourcing basis, subject to fulfillment of prescribed qualifications and Judicial Orders, if any, from time to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.

8. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T., B.C., Economically Weaker Section (EWS), Persons with Disability having the physical disability of 40% and above, Ex-servicepersons and Women categories.

Note: Modified nomenclature of BC (Backward Classes) is Socially and Educationally Backward Classes.

- b) For the aforesaid purpose, the community shall be recognized as BC/SC/ST in the State of Telangana as per G.O.Ms.No.196, dt. 28-5-2016 and G.O.Ms.No. 3, dt. 9-9-2020 as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c) 33.1/3% reservation (Horizontal) in favour of Women in a unit of 100 vacancies is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.
- d) The posts in the District Judiciary are organized as District Cadre posts, and reservation in favour of Local candidates shall be in accordance with The Telangana Public Employment (Organization of Local Cadres And Regulation of Direct Recruitment) Order, 2018, Vide G.O.Ms.No 124, dt.30-08-2018.

9. METHOD OF RECRUITMENT:

- a) The computer-based examination will be of the standard consistent with the minimum educational qualification prescribed i.e., Intermediate. The question paper of the computer-based examination shall be objective type with multiple choice questions.
- b) The computer-based examination will consist of 100 questions (60 questions - General Knowledge and 40 questions - General English) and each question will carry one (01) mark. The duration of the computer-based examination will be 120 minutes.
- c) For the computer-based examination in respect of General Knowledge subject, the question paper will be made available in two languages i.e., English and Telugu.
- d) The minimum qualifying marks to be secured in the computer-based examination shall be 40% for OC and EWS candidates, 35% to the BC candidates and 30% for SC, ST & PH candidates.
- e) Weightage marks will be given to the candidates presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service or in the District Legal Services Authority or in the Mandal Legal Services Committees in the State of Telangana, based on the length of the service they have rendered. Provided,
 - i. they have put in at least two years of service by the date of publication of this notification; and

- ii. they have secured minimum qualifying marks in the computer-based examination, as prescribed above.
- f) After framing or drawing the provisional selection list, the Recruiting authority will call the provisionally selected candidate to appear in person and produce the original certificates for verification and the willingness in writing to join service.
- g) No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
- i. That he/she is of sound health and active habits.
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

10. EXAMINATION FEE:

- a) The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees six hundred only), excluding applicable service charges, towards online application processing fee / examination fee, whereas the SC, ST, EWS, Ex-servicepersons, Persons with Disabilities (PWD) have to pay an amount of Rs.400/- (Rupees four hundred only), excluding applicable service charges.
- b) Only the applicants belonging to a community recognized as SC/ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/- (Rupees four hundred only).
- c) The Application/Examination Fee is to be remitted/paid through online only.
- d) The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason.

11. MERIT LIST:

- a) Merit list will be based on the marks obtained by the candidate in the computer-based examination.
- b) Where two or more candidates get equal number of marks in the Written Examination, the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the prescribed educational qualification would be considered.

12. DOCUMENTS TO BE SUBMITTED AT THE TIME OF CERTIFICATE VERIFICATION:

- a) Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth, (S.S.C. etc.), community certificate issued by the competent authority in case of SCs., STs; and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with Disability (PWD) Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of person with disability and Discharge certificate by the Ex-servicepersons.
- b) The certificate in respect of BCs, shall show specifically the classification of the group.
- c) The Other Backward Class (OBC) Certificates will not be considered.
- d) Certificate in respect of Local candidates in terms of **The Telangana Public Employment (Organisation of Local Cadres and Regulation of Direct Recruitment) Order, 2018, vide G.O.Ms.No 124, General Administration (SPF-MC) Department, dt; 30-08-2018.**, as specified in the General Instructions hereunder. If certificates in proof of local candidature are not in accordance with these instructions, the applicant will be treated as non-local.
- e) No-objection Certificate from Employer (if employed anywhere).
- f) After publication of the list of provisionally selected candidates, they will be called for original certificate verification on a date fixed for this purpose. They shall produce all the relevant original certificates on the prescribed date. If any candidate fails to produce any of the required original certificates, his/her candidature will be rejected without any further correspondence.

13. GENERAL INSTRUCTIONS:

- a) The particulars furnished by the applicant in the online application form submitted through online will be taken as final. Candidates should, therefore, be very careful in filling the application.

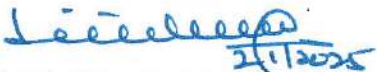
- b) **Training and Security Deposit:** Every person appointed to the post of Examiner shall, for the due and faithful performance of duties attached thereto, deposit an amount of **Rs.10,000/-** (Rupees ten thousand only) towards security at the time of joining the post.
- c) No T.A. and D.A. will be paid to the candidates who appear for the computer-based examination or for verification of original certificates.
- d) Mere applying and mere securing minimum qualifying marks in the computer-based examination will not give any vested right to any candidate to be selected.
- e) **All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.**
- f) **If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.**
- g) Selection will be made as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.(as amended from time to time).
- h) Candidates resorting to bring any influence of any kind will be summarily disqualified.
- i) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.
- j) No woman whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.

- k) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the post.
- l) This appointment shall be covered by the Contributory Pension Scheme (CPS).
- m) No information will be sent to the unsuccessful candidates after announcement list of provisionally selected candidates.
- n) The High Court reserves the right to allot candidates to any examination centre other than the centres chosen by the applicant or to abolish/ create a new centre for administrative reasons. Request for the change of the centre will not be entertained.
- o) For determining local status of the applicant:
- i. For regular students who have pursued their education from 4th class to 7th class in one District, those will be considered as local candidates to that respective Judicial District.
 - ii. For any reason if the applicant has not pursued his/her studies from 4th class to 7th class in one District, study period of 1st class to 7th class will be considered and where they have pursued their studies for maximum period, those will be considered as local candidates to that Judicial District.
 - iii. For the applicants who have directly appeared for SSC / 10th examination as private candidates or studied in open school mode without pursuing regular continuous study, they have to submit the Residence Certificate from the concerned Tahsildar for seven (07) years preceding the year of passing 7th examination in the prescribed format in terms of G.O.Ms.No. 124, General Administration (SPF-MC) Department, dt.30.08.2018 in proof of the local candidature. (Copy of the said format is enclosed to the user guide hosted on High Court website.)
- p) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificates of the provisionally selected candidates such as eligibility, educational qualification, social status, local status and disability etc., are found to be incorrect at any stage of the recruitment.

14. INFORMATION TO THE APPLICANTS:

- a) The online application form contains two parts i.e., Part - A (One Time Profile Registration Form) and Part - B (Application Form).
- b) After completing Part - A, candidate/applicant will get OTPR ID (One Time Profile Registration ID) and Password.
- c) **IMPORTANT NOTE:** The candidates shall upload requisite certificates / documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.
- d) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website viz., "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.
- e) Help Desk (Help Desk will function on all working days):
- i. Help Desk Land Line Telephone No. 040-23688394.
 - ii. Help Desk EMail ID: helpdesk-tshc@telangana.gov.in.
 - iii. Working hours of Help Desk Office: From 10.30 A.M to 5.00 P.M
 - iv. Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,
DATE: 02.01.2025.


REGISTRAR (RECRUITMENT)

Encl:
Annexure with the detailed District/Unit wise vacancy position.

ANNEXURE

Detailed District/Unit Wise Vacancy Position

EXAMINER

ADILABAD

Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
Total	1 (WOMEN)

BHADRADRI KOTHAGUDEM

Abstract of vacancies

Class/Category	Number of posts
BC-A	1 (WOMEN)
Total	1 (WOMEN)

CITY CIVIL COURT, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
EWS	1 (WOMEN)
BC-D	1 (WOMEN)
BC-E	1 (WOMEN)
TOTAL	3 (WOMEN)

L. Srinivas
2/1/2015

CITY SMALL CAUSES COURT, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
OC	1
TOTAL	1

HANUMAKONDA

Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
TOTAL	1 (WOMEN)

JANGAON

Abstract of vacancies

Class/Category	Number of posts
OC	1
SC	1 (WOMEN)
Total	2 (1 WOMEN)

JOGULAMBA GADWAL

Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
Total	1 (WOMEN)

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2/1/2025

KAMAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	1
TOTAL	1

KHAMMAM
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	2 (WOMEN)

MEDCHAL-MALKAJIRI
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
EWS	1
OC (EX-SERVICE MEN)	1
BC-B	1 (WOMEN)
BC-C	1
SC	1
ST	1 (WOMEN)
TOTAL	8 (3 WOMEN)


2/1/2025

SESSIONS JUDGE, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
EWS	1
TOTAL	1

NAGARKURNOOL

Abstract of vacancies

Class/Category	Number of posts
OC	1
TOTAL	1

NALGONDA

Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
BC-A	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	5 (3 WOMEN)

NARAYANPET

Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
TOTAL	1 (WOMEN)

L. Srinivas
2/12/23

NIRMAL
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
TOTAL	1 (WOMEN)

PEDDAPALLI
Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
BC-A	1 (WOMEN)
TOTAL	2 (WOMEN)

RAJANNA SIRICILLA
Abstract of vacancies

Class/Category	Number of posts
OC	1
TOTAL	1

RANGAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
EWS	1 (WOMEN)
OC (EX SERVICE MEN)	1
BC-C	1
BC-D	1 (WOMEN)
SC	1
TOTAL	7 (3 WOMEN)

[Handwritten Signature]
2/1/2025

SIDDIPET
Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
TOTAL	2 (1 WOMEN)

SURYAPET
Abstract of vacancies

Class/Category	Number of posts
OC	2
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1 (WOMEN)
SC	1
TOTAL	5 (2 WOMEN)

WARANGAL
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
TOTAL	1 (WOMEN)

L. S. S. S. S. S.
2/1/2025

YADADRI-BHONGIR
Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
TOTAL	2 (1 WOMEN)

Date: 2-1-2025


REGISTRAR (RECRUITMENT)



NOTIFICATION No.6/2025, DATED 02-01-2025 FOR DIRECT RECRUITMENT TO THE POSTS OF COPYIST IN THE TELANGANA JUDICIAL MINISTERIAL SERVICE.

1. Applications are invited through ONLINE for direct recruitment to the **posts of Copyist** in the Judicial Districts of State of Telangana as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018, carrying **scale of pay of Rs.22900-69150**.
2. The online application portal will be available in the High Court's website "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from 08-01-2025 to 31-01-2025. The Last date for submission of application through online is 31-01-2025 upto 11.59 p.m. No other mode of application will be entertained.
3. The detailed examination schedule will be posted in the High Court's website <https://tshc.gov.in>. The applicants are required to visit the website of High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana.	10-02-2025
Closing Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana.	25-02-2025

Download of Hall Tickets for Skill Test	Date will be intimated in due course
Tentative date of Skill Test (Typing Test in English)	June - 2025 (Date and Time of skill test will be intimated later).

4. VACANCY POSITION: The detailed District/ Unit wise vacancy position of posts is annexed to this notification.

Note:

- a) Selection of candidates against BC-E vacancies will, however, be subject to outcome of Civil Appeal Nos.2628 - 2637/2010 pending consideration before the Hon'ble Supreme Court of India.
- b) Modified nomenclature of BC (Backward Classes) is Socially and Educationally Backward Classes.
- c) Candidates applying under Economically Weaker Section (E.W.S) Category have to produce certified copy of E.W.S certificate issued by the competent authority.
- d) The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel the notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.
- e) If provisionally selected candidate does not join the post, the next meritorious candidate will be considered for provisional selection, as provided in Rule 11 of the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.

5. EDUCATIONAL QUALIFICATION:

- a) Must have passed Intermediate examination conducted by the State Board of Intermediate Education or its equivalent.
- b) Must have passed Telangana Government Technical Examination in English Typewriting by Higher Grade (45 words per minute), or equivalent examination.
- a) Provided that, if candidates who have passed the Typewriting examination by the higher grade are not available, those who have passed the Typewriting examination by the lower grade may be considered.

Note: The candidates who have passed the Typewriting examination in English by Higher Grade (45 words per minute) from any other technical board other than the Telangana State Board of Technical Education, have to submit the equivalency certificate issued by the Telangana State Board of Technical Education at the time of certificate verification.

- c) The candidates who have higher than the prescribed academic and technical qualifications, if any, shall submit the concerned certificates at the time of certificate verification.
- d) The candidate shall possess the aforesaid Educational Qualifications as on the date of this notification

6. LINGUISTIC QUALIFICATION:

- a) Candidates shall not be eligible for appointment if they do not possess an adequate knowledge of the language or languages of the District in which they are to be appointed. The list containing the languages of the Districts are specified in the User Guide available in the website of the High Court.
- b) Provided that where two or more languages are specified for a District and sufficient number of candidates who have an adequate knowledge of all the prescribed languages are not available, candidates who have an adequate knowledge of any one of the said languages according to the needs of the district will be selected and such candidates shall be eligible for appointment in that district.

7. AGE LIMIT:

- a) As on 01-07-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.
- b) The relaxation of maximum age limit in respect of SCs/STs/BCs/EWS is 5 years, and in case of Persons with Disability (PWD), they shall be given age relaxation of 10 years.
- c) The relaxation of maximum age limit in respect of Ex-Servicemen will be as per Rule 12(1)(c) (i) of Telangana State and Subordinate Service Rules.

- d) The upper age limit will be relaxed to the candidates who are presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service or in the District Legal Services Authority or in the Mandal Legal Services Committees in the State of Telangana, provided that they were within the prescribed age limit at the time of their initial appointment, either on contract, or on outsourcing basis, subject to fulfillment of prescribed qualifications and Judicial Orders, if any, from time to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.

8. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T., B.C., Economically Weaker Section (EWS), Persons with Disability (PWD) having the physical disability of 40% and above (except Roster points 6 and 31), Ex-servicemen and Women categories.
- b) For the aforesaid purpose, the community shall be recognized as BC/SC/ST in the state of Telangana **as per G.O.Ms.No.196, dt. 28-5-2016 and Go.Ms.No. 3, dt. 9-9-2020**, as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c) 33.1/3% reservation (Horizontal) in favour of Women in a unit of 100 vacancies is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.
- d) The posts in the District Judiciary are organized as District Cadre posts, and reservation in favour of Local candidates shall be in accordance with The Telangana Public Employment (Organization of Local Cadres And Regulation of Direct Recruitment) Order, 2018, Vide G.O.Ms.No 124, dt.30-08-2018.

9. METHOD OF RECRUITMENT:

- a) The English Typewriting test (skill test) with the use of computers will be for 10 minutes (with a speed of 45 w.p.m.) for 100 marks.
- b) The minimum qualifying marks to be secured in the Typing test are 40% for O.C and EWS candidates; 35% for the candidates of BC category and 30% for the candidates of SCs, STs and PH candidates.

- c) Weightage marks will be given to the candidates presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service or in the District Legal Services Authority or in the Mandal Legal Services Committees in the State of Telangana, based on the length of the service they have rendered. Provided,
- i. they have put in at least two years of qualifying service by the date of publication of this notification; and
 - ii. they have secured minimum qualifying marks in the typewriting examination, as prescribed above.
- d) After framing or drawing the provisional selection list, the provisionally selected candidates have to appear in person and shall produce their original certificates for verification along with two (02) sets of photo copies of the said certificates attested by a Gazetted Officer and also to submit the willingness in writing to join the service, to the appointing authority.
- e) No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
- i. That he/she is of sound health, active habits and free from any bodily defects or infirmities rendering him/her unfit for the service.
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

10. EXAMINATION FEE:

- a) The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees Six hundred only), excluding applicable service charges, towards online application processing fee / examination fee, whereas the SC, ST, EWS, Ex-servicemen, and Persons with Disabilities (PWD) category have to pay an amount of Rs.400/- (Rupees four hundred only), excluding applicable service charges.
- b) Only the applicants belonging to a community recognized as SC/ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/-.
- c) The Application/Examination Fee is to be remitted/paid through online only.

- d) The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason, or the recruitment notification is canceled for any reason.

11. MERIT LIST:

- a) Merit list will be based on the marks obtained by the candidate in the skill test (Typing) in English.
- b) Where two or more candidates get equal number of marks in the skill test, the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the educational qualifications prescribed would be considered.

12. DOCUMENTS TO BE SUBMITTED BY THE PROVISIONALLY SELECTED CANDIDATES:

- a) Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth (S.S.C. etc.), community certificate issued by the competent authority in case of SCs., STs; and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with Disability Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of persons with disability, and Discharge certificate by the Ex-servicepersons.
- b) The certificate in respect of BCs shall show specifically the classification of the group.
- c) The Other Backward Class (OBC) Certificates will not be considered.
- d) Certificate in respect of Local candidates in terms of **The Telangana Public Employment (Organisation of Local Cadres And Regulation Of Direct Recruitment) Order, 2018, Vide G.O.Ms.No. 124, General Administration (SPF-MC) Department, dt; 30-08-2018.**, as specified in the General Instructions hereunder. If certificates in proof of local candidature are not in accordance with these instructions, the applicant will be treated as non-local.
- e) No-objection Certificate from Employer (if employed anywhere).

- f) The provisionally selected candidates have to produce the required original certificates along with two sets of photocopies of certificates as stated above. If the candidate fails to produce any of the required original certificates, their candidature will be rejected without any further correspondence.

13. GENERAL INSTRUCTIONS:

- a) The particulars furnished by the applicant in the online application form will be taken as final. Candidates should, therefore, be very careful in filling the application.
- b) Training and Security Deposit: Every person appointed to the post of Copyist shall, for the due and faithful performance of duties attached thereto, deposit an amount of Rs.10,000/- (Rupees ten thousand only) towards security at the time of joining the post.
- c) No T.A. and D.A. will be paid to the candidates who appear for the skill test/ certificate verification.
- d) Mere applying and mere securing minimum qualifying marks in the skill test will not give any vested right to any candidate to be selected.
- e) All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall be liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.
- f) If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.
- g) Selection will be made as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.(as amended from time to time).
- h) Candidates resorting to bring any influence of any kind will be summarily disqualified.
- i) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.

- j) No woman whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.
- k) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the posts.
- l) This appointment shall be covered by the Contributory Pension Scheme
- m) No information will be sent to the unsuccessful candidates after announcement of list of provisionally selected candidates.
- n) The High Court reserves the right to allot candidates to any examination center other than the centers chosen by the applicant or to abolish/ create a new center for administrative reasons. Request for the change of the center will not be entertained.
- o) For determining the local status of the applicant:
- i. For regular students who have pursued their education from 4th class to 7th class in one District, those will be considered as local candidates to that respective District.
 - ii. For any reason if the applicant has not pursued his/her studies from 4th class to 7th class in one District, study period of 1st class to 7th class will be considered and where they have pursued their studies for maximum period, those will be considered as local candidates to that District.
 - iii. For the applicants who have directly appeared for SSC / 10th examination as private candidates or studied in open school mode without pursuing regular continuous study, they have to submit the Residence Certificate from the concerned Tahsildar for seven (07) years preceding the year of passing 7th examination in the prescribed format in terms of G.O.Ms.No. 124, General Administration (SPF-MC) Department, dt.30.08.2018 in proof of the local candidature. (Copy of the said format is enclosed to the user guide hosted on High Court website.)

- p) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificates of the provisionally selected candidates, such as eligibility, educational qualification, social status, local status and physical disability etc., are found to be incorrect at any stage of the recruitment.

14. INFORMATION TO THE APPLICANTS :

- a) The online application form contains two parts i.e., Part - A (One Time Profile Registration Form) and Part - B (Application Form).
- b) After completing candidate/applicant will get OTPR ID (One Time Profile Registration ID) and Password.
- c) **IMPORTANT NOTE:** The candidates shall upload requisite certificates / documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.
- d) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website viz., "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.
- e) Help Desk (Help Desk will function on all working days):
- Help Desk Land Line Telephone No. 040-23688394.
 - Help Desk EMail ID: helpdesk-tshc@telangana.gov.in.
 - Working hours of Help Desk Office: From 10.30 A.M to 5.00 P.M
 - Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,

DATE: 02-01-2025.


REGISTRAR (RECRUITMENT)

Encl:

Annexure with the detailed District/Unit wise vacancy position.

ANNEXURE

Detailed District/Unit Wise Vacancy Position

COPYIST

BHADRADRI KOTHAGUDEM

Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
Total	2 (1 WOMEN)

CITY CIVIL COURT, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
OC	5 (2 WOMEN)
EWS	1
OC (EX-SERVICE MEN)	1
BC-A	1
BC-B	1
SC	2 (1 WOMEN)
ST	1
TOTAL	12 (3 WOMEN)

HANUMAKONDA

Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
SC	1 WOMEN
Total	3 (2 WOMEN)

Handwritten signature
2/1/2025

JAGTIAL
Abstract of vacancies

Class/Category	Number of posts
BC-A	1 (WOMEN)
TOTAL	1 (WOMEN)

JANGAON
Abstract of vacancies

Class/Category	Number of posts
OC	1
SC	1 (WOMEN)
Total	2 (1 WOMEN)

JAYASHANKAR-BHUPALAPALLY
Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
Total	1 (WOMEN)

KAMAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	3 (2 WOMEN)

L. Sankar
21/12/25

KHAMMAM
Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
EWS	1
BC-A	1 (WOMEN)
BC-B	1 (WOMEN)
SC	2 (1 WOMEN)
ST	1 (WOMEN)
TOTAL	9 (5 WOMEN)

KUMURAM BHEEM ASIFABAD
Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
TOTAL	1 (WOMEN)

MAHABUBABAD
Abstract of vacancies

Class/Category	Number of posts
SC	1 WOMEN
TOTAL	1 (WOMEN)

Signature
2/1/2015

MANCHERIAL
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
BC-A	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	4 (3 WOMEN)

MEDAK
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	2 (WOMEN)

MEDCHAL-MALKAJIRI
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
TOTAL	2 (1 WOMEN)

SESSIONS JUDGE, HYDERABAD
Abstract of vacancies

Class/Category	Number of posts
OC	1
EWS	1
TOTAL	2

[Handwritten Signature]
21/12/2015

MULUGU

Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
TOTAL	1 (WOMEN)

NALGONDA

Abstract of vacancies

Class/Category	Number of posts
OC	4 (2 WOMEN)
BC-A	1 (WOMEN)
SC	2 (1 WOMEN)
ST	1 (WOMEN)
TOTAL	8 (5 WOMEN)

NIZAMABAD

Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
TOTAL	2 (1 WOMEN)

PEDDAPALLI

Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
TOTAL	2 (1 WOMEN)

Handwritten signature and date: 2/1/2015

RANGAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	1
EWS	1 (WOMEN)
OC (EX-SERVICE MEN)	1
BC-A	1
SC	1 (WOMEN)
TOTAL	5 (2 WOMEN)

SIDDIPET
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
TOTAL	2 (1 WOMEN)

SURYAPET
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
TOTAL	2 (1 WOMEN)

S. S. S. S.
2/1/2015

VIKARABAD
Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	3 (2 WOMEN)

WARANGAL
Abstract of vacancies

Class/Category	Number of posts
BC-A	1 (WOMEN)
TOTAL	1 (WOMEN)

YADADRI-BHONGIR
Abstract of vacancies

Class/Category	Number of posts
OC	2
BC-A	1 (WOMEN)
TOTAL	3 (1 WOMEN)

Date: 2-1-2025


REGISTRAR (RECRUITMENT)



NOTIFICATION No. 07/2025, DATED 02.01.2025 FOR DIRECT RECRUITMENT TO THE POSTS OF RECORD ASSISTANT IN THE TELANGANA JUDICIAL MINISTERIAL AND SUBORDINATE SERVICE.

1. Applications are invited through ONLINE for direct recruitment to the posts of **Record Assistant** in the Judicial Districts of State of Telangana as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018, carrying scale of pay of Rs. **22240-67300**.
2. The online application portal will be available in the High Court's website viz., "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from 08.01.2025 to 31.01.2025. The Last date for submission of application through online is 31.01.2025 up to 11.59 p.m. No other mode of application will be entertained.
3. The detailed examination schedule will be hosted in the High Court's website viz., <https://tshc.gov.in>. The applicants are required to visit the official website of the High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	10-02-2025
Closing Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	25-02-2025

Download of Hall Tickets for Test	Date will be intimated in due course
Date of Computer based Examination	April - 2025 (Date and Time of Examination will be intimated later)

4. **VACANCY POSITION:** The detailed District/Unit wise vacancy position is annexed to this Notification.

Note:

- a) Selection of candidates against BC-E vacancies will, however, be subject to outcome of Civil Appeal Nos.2628 - 2637/2010, pending consideration before the Hon'ble Supreme Court of India.
- b) **The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel the notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.**
- c) If provisionally selected candidate does not join the post, the next meritorious candidate will be considered for provisional selection, as provided in Rule 11 of the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.

5. **EDUCATIONAL QUALIFICATION:**

- a) Must have passed Intermediate conducted by the State Board of Intermediate Education or its equivalent examination.
- b) The candidate shall possess the aforesaid Educational Qualifications as on the date of this notification
- c) The candidates who have higher than the prescribed academic qualification, if any, shall submit the concerned certificates at the time of verification of original certificates.

6. **LINGUISTIC QUALIFICATION:**

- a) Candidates shall not be eligible for appointment if they do not possess adequate knowledge of the language or languages of the district in which they are to be appointed. The list containing the languages of the districts are specified in the User Guide available in the website of the High Court.

- b) Where two or more languages are specified for a district and sufficient number of candidates who have adequate knowledge of all the languages are not available, candidates who have adequate knowledge of any one of the said languages according to the needs of the district will be selected and such candidates shall be eligible for appointment in that district.

7. AGE LIMIT:

- a) As on 01-7-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.
- b) The relaxation of maximum age limit in respect of SCs/STs/BCs/EWS is 5 years, and in case of Persons with disability (PWD) shall be given age relaxation of 10 years.
- c) The relaxation of maximum age limit in respect of Ex-servicepersons will be as per Rule 12(1)(c) (i) of Telangana State and Subordinate Service Rules.
- d) The upper age limit will be relaxed to the candidates who are presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service and in the District Legal Services Authority and also in the Mandal Legal Services Committees in the State of Telangana, provided that they were within the prescribed age limit at the time of their initial appointment, either on contract, or on outsourcing basis, subject to fulfillment of prescribed qualifications and Judicial Orders, if any, from time to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.

8. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T., B.C., Economically Weaker Section (EWS), Persons with Disability (PWD) having the physical disability of 40% and above, Ex-servicepersons and Women categories.

Note: Modified nomenclature of BC (Backward Classes) is Socially and Educationally Backward Classes.

- b) For the aforesaid purpose, the community shall be recognized as BC/SC/ST in the State of Telangana as per G.O.Ms.No.196, dt. 28-5-2016 and G.O.Ms.No. 3, dt. 9-9-2020 as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c) 33.1/3% reservation (Horizontal) in favour of Women in a unit of 100 vacancies is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.
- d) The posts in the District Judiciary are organized as District Cadre posts, and reservation in favour of Local candidates shall be in accordance with The Telangana Public Employment (Organization of Local Cadres And Regulation of Direct Recruitment) Order, 2018, Vide G.O.Ms.No 124, dt.30-08-2018.

9. METHOD OF RECRUITMENT:

- a) The computer-based examination will be of the standard consistent with the minimum educational qualification prescribed i.e., Intermediate. The question paper of the computer-based examination shall be objective type with multiple choice questions.
- b) The computer-based examination will consist of 100 questions (60 questions - General Knowledge and 40 questions - General English) and each question will carry one (01) mark. The duration of the computer-based examination will be 120 minutes.
- c) For the computer-based examination in respect of General Knowledge subject, the question paper will be made available in two languages i.e., English and Telugu.
- d) The minimum qualifying marks to be secured in the computer-based examination shall be 40% for OC and EWS candidates, 35% to the BC candidates and 30% for SC, ST & PH candidates.
- e) Weightage marks will be given to the candidates presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service or in the District Legal Services Authority or in the Mandal Legal Services Committees in the State of Telangana, based on the length of the service they have rendered. Provided,
- i. they have put in at least two years of service by the date of publication of this notification; and

- ii. they have secured minimum qualifying marks in the computer-based examination, as prescribed above.
- f) After framing or drawing the provisional selection list, the Recruiting authority will call the provisionally selected candidate to appear in person and produce the original certificates for verification and the willingness in writing to join service.
- g) No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
- i. That he/she is of sound health and active habits.
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

10. EXAMINATION FEE:

- a) The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees six hundred only), excluding applicable service charges, towards online application processing fee / examination fee, whereas the SC, ST, EWS, Ex-servicemen, and Persons with Disabilities (PWD) category candidates have to pay an amount of Rs.400/- (Rupees four hundred only), excluding applicable service charges.
- b) Only the applicants belonging to a community recognized as SC/ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/- (Rupees four hundred only).
- c) The Application/Examination Fee is to be remitted/paid through online only.
- d) The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason.

11. MERIT LIST:

- a) Merit list will be based on the marks obtained by the candidate in the computer-based examination.
- b) Where two or more candidates get equal number of marks in the computer-based examination, the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the prescribed educational qualification would be considered.

12. DOCUMENTS TO BE SUBMITTED AT THE TIME OF CERTIFICATE VERIFICATION:

- a) Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth, S.S.C. etc., community certificate issued by the competent authority in case of SCs., STs; and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with Disability Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of persons with disability and Discharge certificate by the Ex-servicepersons.
- b) The certificate in respect of BCs, shall show specifically the classification of the group.
- c) Two sets of Photostat copies of certificates duly attested by the Gazetted Officer are to be submitted at the time of verification of the certificates.
- d) The Other Backward Class (OBC) Certificates will not be considered.
- e) Certificate in respect of Local candidates in terms of **The Telangana Public Employment (Organisation of Local Cadres and Regulation of Direct Recruitment) Order, 2018, vide G.O.Ms.No. 124, General Administration (SPF-MC) Department, dt. 30-08-2018**, as specified in the General Instructions hereunder. If certificates in proof of local candidature are not in accordance with these instructions, the applicant will be treated as non-local.
- f) No-objection Certificate from Employer (if employed anywhere).
- g) After publication of the list of provisionally selected candidates, they will be called for original certificate verification on a date fixed for this purpose. They shall produce all the relevant original certificates on the prescribed date. If any candidate fails to produce any of the required original certificates, his/her candidature will be rejected without any further correspondence.

13. GENERAL INSTRUCTIONS:

- a) The particulars furnished by the applicant in the online application form submitted through online will be taken as final. Candidates should, therefore, be very careful in filling the application.
- b) **Training and Security Deposit:** Every person appointed to the post of Record Assistant shall, for the due and faithful performance of duties attached thereto, deposit an amount of **Rs.10,000/-** (Rupees ten thousand only) towards security at the time of joining the post.
- c) No T.A. and D.A. will be paid to the candidates who appear for the computer-based examination or for verification of original certificates.
- d) Mere applying and mere securing minimum qualifying marks in the computer-based examination will not give any vested right to any candidate to be selected.
- e) **All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.**
- f) **If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.**
- g) Selection will be made as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.
- h) Candidates resorting to bring any influence of any kind will be summarily disqualified.
- i) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.

- j) No woman whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.
- k) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the post.
- l) This appointment shall be covered by the Contributory Pension Scheme (CPS).
- m) No information will be sent to the unsuccessful candidates after announcement list of provisionally selected candidates.
- n) The High Court reserves the right to allot candidates to any examination centre other than the centres chosen by the applicant or to abolish/ create a new centre for administrative reasons. Request for the change of the centre will not be entertained.
- o) For determining local status of the applicant:
- i. For regular students who have pursued their education from 4th class to 7th class in one District, those will be considered as local candidates to that respective Judicial District.
 - ii. For any reason if the applicant has not pursued his/her studies from 4th class to 7th class in one District, study period of 1st class to 7th class will be considered and where they have pursued their studies for maximum period, those will be considered as local candidates to that Judicial District.
 - iii. For the applicants who have directly appeared for SSC / 10th examination as private candidates or studied in open school mode without pursuing regular continuous study, they have to submit the Residence Certificate from the concerned Tahsildar for seven (07) years preceding the year of passing 7th examination in the prescribed format in terms of G.O.Ms.No. 124, General Administration (SPF-MC) Department, dt.30.08.2018 in proof of the local candidature. (Copy of the said format is enclosed to the user guide hosted on High Court website.)

- p) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificates of the provisionally selected candidates such as eligibility, educational qualification, social status, local status and disability etc., are found to be incorrect at any stage of the recruitment.

14. INFORMATION TO THE APPLICANTS :

- a) The online application form contains two parts i.e., Part - A (One Time Profile Registration Form) and Part - B (Application Form).
- b) After completing Part - A, candidate/applicant will get OTPR ID (One Time Profile Registration ID) and Password.
- c) **IMPORTANT NOTE: The candidates shall upload requisite certificates / documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.**
- d) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website viz., "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.
- e) Help Desk (Help Desk will function on all working days):
- Help Desk Land Line Telephone No. 040-23688394.
 - Help Desk EMail ID: helpdesk-tshc@telangana.gov.in.
 - Working hours of Help Desk Office: From 10.30 A.M to 5.00 P.M
 - Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,
DATE:02.01.2025.


REGISTRAR (RECRUITMENT)

Encl:
Annexure with the detailed District/Unit wise vacancy position.

ANNEXURE

Detailed District/Unit Wise Vacancy Position

RECORD ASSISTANT

CITY CIVIL COURT, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
OC	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-C	1
TOTAL	3 (1 WOMEN)

JAGTIAL

Abstract of vacancies

Class/Category	Number of posts
OC	1
BC-A	1 (WOMEN)
TOTAL	2 (1 WOMEN)

JANGAON

Abstract of vacancies

Class/Category	Number of posts
OC	1
SC	1 (WOMEN)
TOTAL	2 (1 WOMEN)

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2/1/2015

KAMAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
SC	1 (WOMEN)
TOTAL	3 (2 WOMEN)

KHAMMAM
Abstract of vacancies

Class/Category	Number of posts
BC-A	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	2 (WOMEN)

MAHABUBABAD
Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
TOTAL	1 (WOMEN)

MANCHERIAL
Abstract of vacancies

Class/Category	Number of posts
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
TOTAL	1 (WOMEN)

L. Srinivasulu Reddy
2/12/2015

MEDAK
Abstract of vacancies

Class/Category	Number of posts
OC	1
TOTAL	1

MEDCHAL-MALKAJGIRI
Abstract of vacancies

Class/Category	Number of posts
OC	1
EWS	1 (WOMEN)
BC-C	1
SC	1
TOTAL	4 (1 WOMEN)

SESSIONS JUDGE, HYDERABAD
Abstract of vacancies

Class/Category	Number of posts
BC-D	1 (WOMEN)
BC-E	1 (WOMEN)
TOTAL	2 (WOMEN)

MULUGU
Abstract of vacancies

Class/Category	Number of posts
SC	1 (WOMEN)
TOTAL	1 (WOMEN)

L. Sreedhar
21/12/2015

NAGARKURNOOL
Abstract of vacancies

Class/Category	Number of posts
OC	1
TOTAL	1

NALGONDA
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
SC	1 (WOMEN)
TOTAL	3 (2 WOMEN)

NARAYANPET
Abstract of vacancies

Class/Category	Number of posts
OC	1
TOTAL	1

NIZAMABAD
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	2 (WOMEN)

Handwritten signature
2/1/2025

PEDDAPALLI
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	2 (WOMEN)

RAJANNA SIRICILLA
Abstract of vacancies

Class/Category	Number of posts
BC-A	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	2 (WOMEN)

RANGAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
BC-A	1
SC	1 (WOMEN)
TOTAL	4 (2 WOMEN)

SANGAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
TOTAL	1 (WOMEN)

S. Srinivasulu Reddy
2/11/2025

SIDDIPET

Abstract of vacancies

Class/Category	Number of posts
OC	2
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1 (WOMEN)
TOTAL	4 (2 WOMEN)

SURYAPET

Abstract of vacancies

Class/Category	Number of posts
OC	2
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	5 (3 WOMEN)

WANAPARTHY

Abstract of vacancies

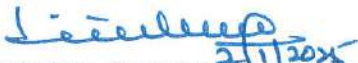
Class/Category	Number of posts
OC	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1 (WOMEN)
TOTAL	3 (2 WOMEN)

L. Sreedheepathi
2/1/2025

YADADRI-BHONGIR
Abstract of vacancies

Class/Category	Number of posts
OC	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
TOTAL	2 (1 WOMEN)

Date: 2-1-2025


2/1/2025
REGISTRAR (RECRUITMENT)



NOTIFICATION No. 08/2025, DATED 02.01.2025 FOR DIRECT RECRUITMENT TO THE POSTS OF PROCESS SERVER IN THE TELANGANA JUDICIAL MINISTERIAL AND SUBORDINATE SERVICE.

1. Applications are invited through ONLINE for direct recruitment to the posts of **Process Server** in the Judicial Districts of State of Telangana as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018, carrying scale of pay of Rs.**22900-69150**.
2. The online application portal will be available in the High Court's website viz., "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from 08.01.2025 to 31.01.2025. The Last date for submission of application through online is 31.01.2025 up to 11.59 p.m. No other mode of application will be entertained.
3. The detailed examination schedule will be hosted in the High Court's website <https://tshc.gov.in>. The applicants are required to visit the official website of High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	10-02-2025
Closing Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	25-02-2025

Download of Hall Tickets for OMR based examination	Date will be intimated in due course
Date of OMR based Examination	April - 2025 Date and Time of examination will be intimated later

4. **VACANCY POSITION:** The detailed District/Unit wise vacancy position is annexed to this Notification.

Note:

- a) Selection of candidates against BC-E vacancies will, however, be subject to outcome of Civil Appeal Nos.2628 - 2637/2010 pending consideration before the Hon'ble Supreme Court of India.
- b) The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.**
- c) If provisionally selected candidate does not join the post, the next meritorious candidate will be considered for provisional selection, as provided in Rule 11 of the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.

5. **EDUCATIONAL QUALIFICATION:**

- a) Must have passed SSC examination or its equivalent examination.
- b) The candidate shall possess the aforesaid Educational Qualifications as on the date of this notification.
- c) The applicants have to state in their online application, the professional skills they have, such as, cooking, carpentry, plumbing, electrical and painting etc., For the purpose of performing duties with respect of their professional skills at the residences of Judicial Officers.

6. LINGUISTIC QUALIFICATION:

- a) Candidates shall not be eligible for appointment if they do not possess adequate knowledge of the language or languages of the district in which they are to be appointed. The list containing the languages of the districts are specified in the User Guide available in the website of the High Court.
- b) Where two or more languages are specified for a district and sufficient number of candidates who have adequate knowledge of all the languages are not available, candidates who have adequate knowledge of any one of the said languages according to the needs of the district will be selected and such candidates shall be eligible for appointment in that district.

7. AGE LIMIT:

- a) As on 01-7-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.
- b) The relaxation of maximum age limit in respect of SCs/STs/BCs/EWS is 5 years, and in case of Person with disability (PWD) of 40% and above, they shall be given age relaxation of 10 years.
- c) The relaxation of maximum age limit in respect of Ex-servicemen will be as per Rule 12(1)(c) (i) of Telangana State and Subordinate Service Rules.
- d) The upper age limit will be relaxed to the candidates who are presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service or in the District Legal Services Authority or in the Mandal Legal Services Committees in the State of Telangana, provided that they were within the prescribed age limit at the time of their initial appointment, either on contract, or on outsourcing basis, subject to fulfillment of prescribed qualifications and Judicial Orders, if any, from time to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.

8. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T., B.C., Economically Weaker Section (EWS), Persons with Disability having the physical disability of 40% and above, Ex-servicemen and Women categories.

Note: Modified nomenclature of BC (Backward Classes) is Socially and Educationally Backward Classes.

- b)** For the aforesaid purpose the community shall be recognized as BC/SC/ST in the state of Telangana as per G.O.Ms.No.196, dt. 28-5-2016 and G.O.Ms.No. 3, dt. 9-9-2020 as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c)** 33.1/3% reservation (Horizontal) in favour of Women in a unit of 100 vacancies is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.
- d)** The posts in the District Judiciary are organized as District Cadre posts, and reservation in favour of Local candidates shall be in accordance with The Telangana Public Employment (Organization of Local Cadres And Regulation of Direct Recruitment) Order, 2018, Vide G.O.Ms.No 124, dt.30-08-2018.

9. METHOD OF RECRUITMENT:

- a) The OMR based examination will be of the standard consistent with the minimum educational qualification prescribed in the notification. The question paper of the OMR based examination shall be objective type with multiple choice questions (MCQs) for 45 marks and oral interview (viva-voce) will be for 5 marks.
- b) The OMR based examination will consist of 45 questions (30 questions - General Knowledge and 15 questions - General English) and each question will carry one (01) mark. The duration of the said examination will be 60 minutes.
- c) For the OMR based examination in respect of General Knowledge subject, the question paper will be made available in two languages i.e., English and Telugu.
- d) The minimum qualifying marks to be secured in the OMR based examination shall be 40% for OC and EWS candidates, 35% to the BC candidates and 30% for SC, ST & PH candidates.
- e) The candidates qualified in the OMR based examination as stated above will be shortlisted in the ratio of 1:3 of the notified/available vacancies for certificate verification prior to

the oral interview (Viva-voce) and the candidates who are eligible will be called for oral interview from the said ratio.

- f) Weightage marks will be given to the candidates presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service or in the District Legal Services Authority or in the Mandal Legal Services Committees in the State of Telangana, based on the length of the service they have rendered. Provided,
- i. they have put in at least two years of service by the date of publication of this notification; and
 - ii. they have secured minimum qualifying marks in the computer-based/OMR examination, as prescribed above.
- g) After framing or drawing the provisional selection list, the Recruiting authority will call the provisionally selected candidate to appear in person and produce the original certificates for verification and the willingness in writing to join service.
- h) No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
- i. That he/she is of sound health and active habits
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

10. EXAMINATION FEE:

- a) The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees six hundred only), excluding applicable service charges, towards online application processing fee / examination fee, whereas the SC, ST, EWS, Ex-servicepersons and Persons with Disabilities (PWD) category have to pay an amount of Rs.400/- (Rupees four hundred only), excluding applicable service charges.
- b) Only the applicants belonging to a community recognized as SC/ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/-.
- c) The Application/Examination Fee is to be remitted/paid through online only.
- d) The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason.

11. MERIT LIST:

- i) Merit list will be based on the marks obtained by the candidate in the OMR-based examination and Viva-voce.
- j) Where two or more candidates get equal total number of marks in the OMR based examination and in Viva-voce, the elder in age will be considered for provisional selection. In case of a tie in age also, the candidate with highest marks in the prescribed educational qualification would be considered.

12. DOCUMENTS TO BE SUBMITTED AT THE TIME OF CERTIFICATE VERIFICATION:

- a) Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth (S.S.C. etc.), community certificate issued by the competent authority in case of SCs., STs; and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with Disability (PWD) Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of persons with disability, and Discharge certificate by the Ex-servicepersons.
- b) The certificate in respect of BCs, shall show specifically the classification of the group.
- c) The Other Backward Class (OBC) Certificates will not be considered.
- d) Certificate in respect of Local candidates in terms of **The Telangana Public Employment (Organisation of Local Cadres and Regulation of Direct Recruitment) Order, 2018, vide G.O.Ms.No. 124, General Administration (SPF-MC) Department, dt; 30-08-2018.**, as specified in the General Instructions hereunder. If certificates in proof of local candidature are not in accordance with these instructions, the applicant will be treated as non-local.
- e) No-objection Certificate from Employer (if employed anywhere).
- f) After publication of the list of provisionally selected candidates, they will be called for original certificates verification on a date fixed for this purpose. They shall produce all the relevant original certificates on the prescribed date. If any candidate fails to produce any of the required original certificates, his/her candidature will be rejected without any further correspondence.

13. GENERAL INSTRUCTIONS:

- a) The particulars furnished by the applicant in the online application form submitted through online will be taken as final. Candidates should, therefore, be very careful in filling the application.
- b) No T.A. and D.A. will be paid to the candidates who appear for the OMR-based examination, certificate verification and viva-voce.
- c) **Training and Security Deposit:** Every person appointed to the post of Process Server shall, for the due and faithful performance of duties attached thereto, deposit an amount of **Rs.10,000/-** (Rupees ten thousand only) towards security at the time of joining the post.
- d) Mere applying and mere securing minimum qualifying marks in the OMR-based examination will not give any vested right to any candidate to be called for Viva-voce.
- e) **All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.**
- f) **If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.**
- g) Selection will be made as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.(as amended from time to time)
- h) Candidates resorting to bring any influence of any kind will be summarily disqualified.
- i) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.

- j) No woman whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.
- k) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the post.
- l) This appointment shall be covered by the Contributory Pension Scheme (CPS).
- m) No information will be sent to the unsuccessful candidates after announcement list of provisionally selected candidates.
- n) The High Court reserves the right to allot candidates to any examination centre other than the centres chosen by the applicant or to abolish/ create a new centre for administrative reasons. Request for the change of the centre will not be entertained.
- o) For determining local status of the applicant:
- i. For regular students who have pursued their education from 4th class to 7th class in one District, those will be considered as local candidates to that respective Judicial District.
 - ii. For any reason if the applicant has not pursued his/her studies from 4th class to 7th class in one District, study period of 1st class to 7th class will be considered and where they have pursued their studies for maximum period, those will be considered as local candidates to that Judicial District.
 - iii. For the applicants who have directly appeared for SSC / 10th examination as private candidates or studied in open school mode without pursuing regular continuous study, they have to submit the Residence Certificate from the concerned Tahsildar for seven (07) years preceding the year of passing 7th examination in the prescribed format in terms of G.O.Ms.No. 124, General Administration (SPF-MC) Department, dt.30.08.2018 in proof of the local candidature. (Copy of the said format is enclosed to the user guide hosted on High Court website.)

- p) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificates of the provisionally selected candidates such as eligibility, educational qualification, social status, local status and disability etc., are found to be incorrect at any stage of the recruitment.

14. INFORMATION TO THE APPLICANTS :

- a) The online application form contains two parts i.e., Part - A (One Time Profile Registration Form) and Part - B (Application Form).
- b) After completing Part - A, candidate/applicant will get OTPR ID (One Time Profile Registration ID) and Password.
- c) **IMPORTANT NOTE:** The candidates shall upload requisite certificates / documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.
- d) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website i.e., "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.
- e) Help Desk (Help Desk will function on all working days):
- Help Desk Land Line Telephone No. 040-23688394.
 - Help Desk EMail ID: helpdesk-tshc@telangana.gov.in.
 - Working hours of Help Desk Office: From 10.30 A.M to 5.00 P.M
 - Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,

DATE: 02.01.2025.


REGISTRAR (RECRUITMENT)

Encl:

Annexure with the detailed District/Unit wise vacancy position.

ANNEXURE

Detailed District/Unit Wise Vacancy Position

PROCESS SERVER

ADILABAD

Abstract of vacancies

Class/Category	Number of posts
OC	1 (WOMEN)
Total	1 (WOMEN)

BHADRADRI KOTHAGUDEM

Abstract of vacancies

Class/Category	Number of posts
OC	1
EWS	1
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
BC-B	1 (WOMEN)
SC	1
ST	1 (WOMEN)
Total	6 (3 WOMEN)

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2/1/2015*

CITY CIVIL COURT, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
OC	4
BC-B	1 (WOMEN)
BC-D	1
BC-E	1
SC	2 (1 WOMEN)
Total	9 (2 WOMEN)

CITY SMALL CAUSES COURT, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
SC	1
TOTAL	2 (1 WOMEN)

HANUMAKONDA

Abstract of vacancies

Class/Category	Number of posts
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
TOTAL	1 (WOMEN)

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24/1/2025

JAGTIAL
Abstract of vacancies

Class/Category	Number of posts
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
SC	1
TOTAL	2 (1 WOMEN)

JANGAON
Abstract of vacancies

Class/Category	Number of posts
OC	1
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
SC	1
TOTAL	3 (1 WOMEN)

JAYASHANKAR-BHUPALAPALLY
Abstract of vacancies

Class/Category	Number of posts
BC-A	1 (WOMEN)
Total	1 (WOMEN)


2/1/2025

JOGULAMBA GADWAL

Abstract of vacancies

Class/Category	Number of posts
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
SC	1
TOTAL	2 (1 WOMEN)

KAMAREDDY

Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
SC	1 (WOMEN)
TOTAL	3 (2 WOMEN)

KUMURAM BHEEM ASIFABAD

Abstract of vacancies

Class/Category	Number of posts
BC-A	1 (WOMEN)
TOTAL	1 (WOMEN)

MAHABUBABAD

Abstract of vacancies

Class/Category	Number of posts
OC	1
SC	1 (WOMEN)
TOTAL	2 (1 WOMEN)

L. Sreedhar
21/2025

MANCHERIAL
Abstract of vacancies

Class/Category	Number of posts
OC	2
BC-A	1 (WOMEN)
TOTAL	3 (1 WOMEN)

MEDAK
Abstract of vacancies

Class/Category	Number of posts
OC	2
BC-A	1 (WOMEN)
SC	1 (WOMEN)
TOTAL	4 (2 WOMEN)

MEDCHAL-MALKAJGIRI
Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
EWS	1
BC-A	1
BC-B	1
BC-C	1
BC-E	1 (WOMEN)
SC	2 (1 WOMEN)
ST	1
TOTAL	12 (4 WOMEN)

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21/12/20

SESSIONS JUDGE, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
EWS	1 (WOMEN)
TOTAL	1 (WOMEN)

NAGARKURNOOL

Abstract of vacancies

Class/Category	Number of posts
EWS	1
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
ST	1 (WOMEN)
TOTAL	3 (2 WOMEN)

NALGONDA

Abstract of vacancies

Class/Category	Number of posts
OC	4 (1 WOMEN)
EWS	1
OC (EX-SERVICE MEN)	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1 (WOMEN)
BC-B	1 (WOMEN)
BC-C	1
SC	1
ST	1 (WOMEN)
TOTAL	12 (5 WOMEN)

Signature
2/11/2025

NARAYANPET
Abstract of vacancies

Class/Category	Number of posts
OC	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
TOTAL	2 (1 WOMEN)

NIZAMABAD
Abstract of vacancies

Class/Category	Number of posts
OC	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1 (WOMEN)
TOTAL	3 (2 WOMEN)

PEDDAPALLI
Abstract of vacancies

Class/Category	Number of posts
OC	3
EWS	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1 (WOMEN)
BC-B	1 (WOMEN)
SC	1
ST	1 (WOMEN)
TOTAL	9 (4 WOMEN)

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21/12/2025

RAJANNA SIRICILLA
Abstract of vacancies

Class/Category	Number of posts
OC	1
EWS	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1 (WOMEN)
SC	1
ST	1 (WOMEN)
TOTAL	6 (3 WOMEN)

RANGAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	6 (3 WOMEN)
EWS	2
OC (EX SERVICE MEN)	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
OC (HEARING IMPAIRED)	1
BC-A	1
BC-B	2 (1 WOMEN)
BC-D	1
SC	1
ST	1
TOTAL	17 (5 WOMEN)

S. S. S. S. S.
2/11/2025

SIDDIPET
Abstract of vacancies

Class/Category	Number of posts
EWS	1
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
BC-B	1 (WOMEN)
SC	1
ST	1 (WOMEN)
TOTAL	5 (3 WOMEN)

SURYAPET
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
EWS	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-B	1 (WOMEN)
ST	1 (WOMEN)
TOTAL	6 (4 WOMEN)

VIKARABAD
Abstract of vacancies

Class/Category	Number of posts
EWS	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
SC	1
ST	1 (WOMEN)
TOTAL	4 (2 WOMEN)


21/12/2015

WANAPARTHY
Abstract of vacancies

Class/Category	Number of posts
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
SC	1
TOTAL	2 (1 WOMEN)

WARANGAL
Abstract of vacancies

Class/Category	Number of posts
OC	1
OC (BLINDNESS /LOW VISION)	1 (WOMEN)
TOTAL	2 (1 WOMEN)

YADADRI-BHONGIR
Abstract of vacancies

Class/Category	Number of posts
OC	1
EWS	1
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1 (WOMEN)
SC	1
ST	1 (WOMEN)
TOTAL	6 (3 WOMEN)

Date: 2-1-2025


21/1/2025
REGISTRAR (RECRUITMENT)



NOTIFICATION No. 09/2025, DATED 02.01.2025 FOR DIRECT RECRUITMENT TO THE POSTS OF OFFICE SUBORDINATE IN THE TELANGANA JUDICIAL MINISTERIAL AND SUBORDINATE SERVICE.

1. Applications are invited through ONLINE for direct recruitment to the posts of **Office Subordinate** in the Judicial Districts of State of Telangana as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018, carrying scale of pay of Rs. **19,000-58,850**.
2. The online application portal will be available in the High Court's website viz., "<https://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana from 08.01.2025 to 31.01.2025. The Last date for submission of application through online is 31.01.2025 up to 11.59 p.m. No other mode of application will be entertained.
3. The detailed examination schedule will be hosted in the High Court's website <https://tshc.gov.in>. The applicants are required to visit the official website of High Court for the State of Telangana, to keep themselves updated on all the steps/results until the completion of the recruitment.

Important Dates (Tentative)

DETAILS	DATES
Date of publication of the Notification	02-01-2025
Starting Date for submission of online Application	08-01-2025
Closing Date for Submission of online Application	31-01-2025
Starting Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	10-02-2025
Closing Date for submission of online Application for eligible outsourcing and contract employees of Judicial Ministerial and Subordinate Service, and District Legal Services Authority and Mandal Legal Services Committees in the State of Telangana	25-02-2025

Download of Hall Tickets for OMR based examination	Date will be intimated in due course
Date of OMR based examination	April - 2025 (Date and Time of examination will be intimated later)

4. VACANCY POSITION: The detailed District/Unit wise vacancy position is annexed to this Notification.

Note:

- a) Selection of candidates against BC-E vacancies will, however, be subject to outcome of Civil Appeal Nos.2628 - 2637/2010 pending consideration before the Hon'ble Supreme Court of India.
- b) The High Court for the State of Telangana reserves the right to increase or decrease the number of vacancies or cancel notification, at any stage without assigning any reason whatsoever. No right will accrue to the candidate by virtue of the notification.**
- c) If provisionally selected candidate does not join the post, the next meritorious candidate will be considered for provisional selection, as provided in Rule 11 of the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.

5. EDUCATIONAL QUALIFICATIONS:

- a) Must have passed any exam between 7th to 10th class or its equivalent examination. **But the candidate who is having higher qualification than 10th class shall not be considered as eligible.**
- b) The candidate shall possess the aforesaid Educational Qualifications as on the date of this notification.
- c) The applicants have to state in their online application, the professional skills they have, such as, cooking, carpentry, plumbing, electrical and painting etc., For the purpose of performing duties with respect of their professional skills at the residences of Judicial Officers.

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21/12/2015

6. LINGUISTIC QUALIFICATION:

- a) Candidates shall not be eligible for appointment if they do not possess adequate knowledge of the language or languages of the district in which they are to be appointed. The list containing the languages of the districts are specified in the User Guide available in the website of the High Court.
- b) Where two or more languages are specified for a district and sufficient number of candidates who have adequate knowledge of all the languages are not available, candidates who have adequate knowledge of any one of the said languages according to the needs of the district will be selected and such candidates shall be eligible for appointment in that district.

7. AGE LIMIT:

- a) As on 01-7-2025, the candidate must have completed the age of 18 years and must not have completed the age of 34 years.
- b) The relaxation of maximum age limit in respect of SCs/STs/BCs/EWS is 5 years, and in case of Person with Disability (PWD) of 40 % and above, they shall be given age relaxation of 10 years.
- c) The relaxation of maximum age limit in respect of Ex-servicepersons will be as per Rule 12(1)(c) (i) of Telangana State and Subordinate Service Rules.
- d) The upper age limit will be relaxed to the candidates who are presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service or in the District Legal Services Authority or in the Mandal Legal Services Committees in the State of Telangana, provided that they were within the prescribed age limit at the time of their initial appointment, either on contract, or on outsourcing basis, subject to fulfillment of prescribed qualifications and Judicial Orders, if any, from time to time, in this regard. To apply under this category, the aforesaid candidates must have put in at least two years of service by the date of publication of this notification.

8. RESERVATION:

- a) The recruitment shall be subject to the Rule of Reservation in favour of candidates belonging to S.C., S.T., B.C., Economically Weaker Section (EWS), Persons with Disability having the physical disability of 40% and above, and Women categories.

Note: Modified nomenclature of BC (Backward Classes) is Socially and Educationally Backward Classes.

- b)** For the aforesaid purpose the community shall be recognized as BC/SC/ST in the state of Telangana as per G.O.Ms.No.196, dt. 28-5-2016 and G.O.Ms.No. 3, dt. 9-9-2020 as amended from time to time. Otherwise, the applicant will be considered under Open Category.
- c)** 33.1/3% reservation (Horizontal) in favour of Women in a unit of 100 vacancies is implemented as per the G.O.Ms.No.35, dated 13-02-2024 issued by the Government of Telangana.
- d)** The posts in the District Judiciary are organized as District Cadre posts, and reservation in favour of Local candidates shall be in accordance with The Telangana Public Employment (Organization of Local Cadres and Regulation of Direct Recruitment) Order, 2018, Vide G.O.Ms.No 124, dt.30-08-2018.

9. METHOD OF RECRUITMENT:

- a) The OMR based examination will be of the standard consistent with the minimum educational qualification prescribed in the notification. The question paper of the OMR based examination shall be objective type with multiple choice questions (MCQs) for 45 marks, and oral interview (viva-voce) will be for 5 marks.
- b) The OMR based examination will consist of 45 questions (30 questions - General Knowledge and 15 questions - General English) and each question will carry one (01) mark. The duration of the said examination will be 60 minutes.
- c) For the OMR based examination in respect of General Knowledge subject, the question paper will be made available in two languages i.e., English and Telugu.
- d) The minimum qualifying marks to be secured in the OMR based examination shall be 40% for OC and EWS candidates, 35% to the BC candidates and 30% for SC, ST & PH candidates.
- e) The candidates qualified in the OMR based examination as stated above will be shortlisted in the ratio of 1:3 of the notified/available vacancies for certificate verification prior to the oral interview (Viva-voce) and the candidates who are eligible will be called for oral interview from the said ratio.

- f) Weightage marks will be given to the candidates presently working on contract or outsourcing basis in the Telangana Judicial Ministerial and Subordinate Service or in the District Legal Services Authority or in the Mandal Legal Services Committees in the State of Telangana, based on the length of the service they have rendered. Provided,
- i. they have put in at least two years of service by the date of publication of this notification; and
 - ii. they have secured minimum qualifying marks in the OMR based examination, as prescribed above.
- g) After framing or drawing the provisional selection list, the Recruiting authority will call the provisionally selected candidate to appear in person and produce the original certificates for verification and the willingness in writing to join service.
- h) No person shall be eligible for appointment to the service by Direct Recruitment unless he/she satisfies the following conditions viz.,
- i. That he/she is of sound health and active habits
 - ii. That his/her character and antecedents are such as to qualify him/her for such service; and
 - iii. He/she is a citizen of India.

10. EXAMINATION FEE:

- a) The applicants who belong to OC and BC categories have to pay an amount of Rs.600/- (Rupees six hundred only), excluding applicable service charges, towards online application processing fee / examination fee, whereas the SC, ST, EWS, and Persons with Disabilities (PWD) category candidates have to pay an amount of Rs.400/- (Rupees four hundred only), excluding applicable service charges.
- b) Only the applicants belonging to a community recognized as SC/ST in the State of Telangana alone are entitled for the concessional payment of examination fee of Rs.400/-.
- c) The Application/Examination Fee is to be remitted/paid through online only.
- d) The Application/Examination Fee once paid will not be refunded even if the application is rejected for any reason.

11. MERIT LIST:

- a) Merit list will be based on the marks obtained by the candidate in the OMR based examination and Viva-voce.
- b) Where two or more candidates get equal total number of marks in the Written Examination and in Viva-voce, the elder in age will be considered for provisional selection.

12. DOCUMENTS TO BE SUBMITTED AT THE TIME OF CERTIFICATE VERIFICATION:

- a) Original certificates of academic qualifications/technical qualifications, such as, marks lists, pass certificates, certificate evidencing date of birth (S.S.C. etc.), community certificate issued by the competent authority in case of SCs., STs; and BCs; Economically Weaker Section (EWS) certificate issued by the competent authority in respect of EWS candidates; Person with Disability (PWD) Certificate (showing the nature and percentage of disability) issued by the concerned Medical Board in respect of person with disability and Discharge certificate by the Ex-servicepersons.
- b) The certificate in respect of BCs, shall show specifically the classification of the group.
- c) Two sets of Photostat copies of certificates duly attested by the Gazetted Officer are to be submitted at the time of verification of the certificates.
- d) The Other Backward Class (OBC) Certificates will not be considered.
- e) Certificate in respect of Local candidates in terms of **The Telangana Public Employment (Organisation of Local Cadres and Regulation of Direct Recruitment) Order, 2018, vide G.O.Ms.No. 124, General Administration (SPF-MC) Department, dt. 30-08-2018**, as specified in the General Instructions hereunder. If certificates in proof of local candidature are not in accordance with these instructions, the applicant will be treated as non-local.
- f) No-objection Certificate from Employer (if employed anywhere).
- g) After publication of the list of provisionally selected candidates, they will be called for original certificate verification on a date fixed for this purpose. They shall produce all the relevant original certificates on the prescribed date. If any candidate fails to produce any of the required

original certificates, his/her candidature will be rejected without any further correspondence.

13. GENERAL INSTRUCTIONS:

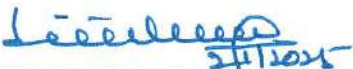
- a) The particulars furnished by the applicant in the online application form submitted through online will be taken as final. Candidates should, therefore, be very careful in filling the application.
- b) No T.A. and D.A. will be paid to the candidates who appear for the OMR based examination, certificate verification and Viva-voce.
- c) Mere applying and mere securing minimum qualifying marks in the OMR based examination will not give any vested right to any candidate to be called for Viva-voce.
- d) **All rights are reserved with the appointing authority to reject the application at any stage, if the claim is found to be false and the appointment shall liable to be cancelled if any information therein is found to be false at any later stage and the applicants are liable for prosecution for furnishing such false information.**
- e) **If the candidate furnishes wrong information with regard to category and caste, they shall not have any right subsequently for selection in that particular category, caste etc., and in that aspect the selection authority is not responsible for the lapse on the part of the candidate.**
- f) Selection will be made as per the Telangana Judicial Ministerial and Subordinate Service Rules, 2018.
- g) Candidates resorting to bring any influence of any kind will be summarily disqualified.
- h) No person who has more than one wife living or who has spouse living, marries in any case, in which such marriage is void by reason of its taking place during the life time of such spouse, shall be eligible for appointment by direct recruitment.
- i) No woman whose marriage is void by reason of the husband having a wife living at the time of such marriage or who has married a person who has a wife living at the time of such marriage, shall be eligible for appointment by direct recruitment.

- j) No person who has been dismissed from a State or Central Government service or from the service of Central or State Government undertaking or local or other authorities or who has been convicted by a Court of Law for an offence involving moral turpitude shall be eligible for appointment to the post.
- k) This appointment shall be covered by the Contributory Pension Scheme (CPS).
- l) No information will be sent to the unsuccessful candidates after announcement list of provisionally selected candidates.
- m) The High Court reserves the right to allot candidates to any examination centre other than the centres chosen by the applicant or to abolish/ create a new centre for administrative reasons. Request for the change of the centre will not be entertained.
- n) For determining local status of the applicant:
- i. For regular students who have pursued their education from 4th class to 7th class in one District, those will be considered as local candidates to that respective Judicial District.
 - ii. For any reason if the applicant has not pursued his/her studies from 4th class to 7th class in one District, study period of 1st class to 7th class will be considered and where they have pursued their studies for maximum period, those will be considered as local candidates to that Judicial District.
 - iii. For the applicants who have directly appeared for SSC / 10th examination as private candidates or studied in open school mode without pursuing regular continuous study, they have to submit the Residence Certificate from the concerned Tahsildar for seven (07) years preceding the year of passing 7th examination in the prescribed format in terms of G.O.Ms.No. 124, General Administration (SPF-MC) Department, dt.30.08.2018 in proof of the local candidature. (Copy of the said format is enclosed to the user guide hosted on High Court website.)
- o) All rights are reserved with the appointing authority to cancel the provisional selection of the candidates if the certificates of the provisionally selected candidates such as eligibility, educational qualification, social status, local status and disability etc., are found to be incorrect at any stage of the recruitment.

14. INFORMATION TO THE APPLICANTS :

- a) The online application form contains two parts i.e., Part - A (One Time Profile Registration Form) and Part - B (Application Form).
- b) After completing Part - A, candidate/applicant will get OTPR ID (One Time Profile Registration ID) and Password.
- c) **IMPORTANT NOTE:** The candidates shall upload requisite certificates/documents to the web application portal. Candidates are instructed to scan their relevant certificates in PDF format and keep the scanned documents ready with them before starting the application process.
- d) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website "<http://tshc.gov.in>" and also in the websites of all the District Courts in the State of Telangana.
- e) Help Desk (Help Desk will function on all working days):
- i. Help Desk Land Line Telephone No. 040-23688394.
 - ii. Help Desk EMail ID: helpdesk-tshc@telangana.gov.in.
 - iii. Working hours of Help Desk Office: From 10.30 A.M to 5.00 P.M
 - iv. Lunch Break: 1.30 P.M. to 2.30 P.M.

HYDERABAD,
DATE: 02.01.2025.


REGISTRAR (RECRUITMENT)

Encl:
Annexure with the detailed District/Unit wise vacancy position.

ANNEXURE

Detailed District/Unit Wise Vacancy Position

OFFICE SUBORDINATE

ADILABAD

Abstract of vacancies

Class/Category	Number of posts
OC	4 (1 WOMEN)
EWS	2 (1 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-C	1
BC-D	1 (WOMEN)
SC	1
TOTAL	10 (4 WOMEN)

BHADRADRI KOTHAGUDEM

Abstract of vacancies

Class/Category	Number of posts
EWS	2 (1 WOMEN)
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
BC-C	1
TOTAL	4 (2 WOMEN)

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21/10/25

CBI, HYDERABAD
Abstract of vacancies

Class/Category	Number of posts
EWS	2
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
Oc (HEARING IMPAIRED)	1
BC-C	1
BC-E	1 (WOMEN)
ST	1 (WOMEN)
TOTAL	7 (3 WOMEN)

CITY CIVIL COURT, HYDERABAD
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
EWS	13 (4 WOMEN)
OC (BLINDNESS/ LOW VISION)	2 (1 WOMEN)
OC (HEARING IMPAIRED)	2 (1 WOMEN)
OC (LOCOMOTOR DISABILITY OR CEREBRAL PALSY)	1
BC-B	1 (WOMEN)
BC-D	2 (1 WOMEN)
ST	3 (1 WOMEN)
TOTAL	26 (10 WOMEN)

S. S. Srinivasan
21/1/2024

CITY SMALL CAUSES COURT, HYDERABAD
Abstract of vacancies

Class/Category	Number of posts
OC	4 (2 WOMEN)
EWS	3 (1 WOMEN)
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
OC (HEARING IMPAIRED)	1
BC-A	1
BC-B	1
BC-C	1
BC-D	1
BC-E	1 (WOMEN)
SC	1
ST	2 (1 WOMEN)
TOTAL	17 (6 WOMEN)

HANUMAKONDA
Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
EWS	2 (1 WOMEN)
BC-A	2 (1 WOMEN)
BC-B	1
BC-C	1
BC-E	1 (WOMEN)
SC	1 (WOMEN)
ST	1
TOTAL	12 (5 WOMEN)


2/1/2025

JAGTIAL
Abstract of vacancies

Class/Category	Number of posts
EWS	1 (WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-C	1
TOTAL	3 (2 WOMEN)

JANGAON
Abstract of vacancies

Class/Category	Number of posts
OC	2
EWS	2 (1 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1
BC-C	1
BC-D	1 (WOMEN)
BC-E	1 (WOMEN)
SC	1
ST	1 (WOMEN)
TOTAL	11 (5 WOMEN)

JAYASHANKAR-BHUPALAPALLY
Abstract of vacancies

Class/Category	Number of posts
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-C	1
Total	2 (1 WOMEN)

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2/1/2025

JOGULAMBA GADWAL
Abstract of vacancies

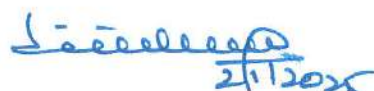
Class/Category	Number of posts
OC	1
Total	1

KAMAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	1
EWS	1 (WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1
BC-C	1
BC-D	1 (WOMEN)
BC-E	1 (WOMEN)
SC	1
ST	1 (WOMEN)
TOTAL	9 (5 WOMEN)

KARIMNAGAR
Abstract of vacancies

Class/Category	Number of posts
OC	2
EWS	1 (WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-C	1
BC-D	1 (WOMEN)
BC-E	1 (WOMEN)
SC	1
TOTAL	8 (4 WOMEN)


2/1/2025

KHAMMAM
Abstract of vacancies

Class/Category	Number of posts
OC	10 (4 WOMEN)
EWS	3 (1 WOMEN)
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
OC (HEARING IMPAIRED)	1
BC-A	2
BC-B	2
BC-C	1
BC-D	2 (1 WOMEN)
BC-E	1 (WOMEN)
SC	2 (1 WOMEN)
ST	2
TOTAL	27 (9 WOMEN)

KUMURAM BHEEM ASIFABAD
Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
BC-A	1 (WOMEN)
BC-C	1
SC	1
TOTAL	7 (3 WOMEN)


2/11/2025

MAHABUBABAD
Abstract of vacancies

Class/Category	Number of posts
OC	1
EWS	2 (1 WOMEN)
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
BC-C	1
BC-D	1 (WOMEN)
SC	1
TOTAL	7 (3 WOMEN)

MAHABUBNAGAR
Abstract of vacancies

Class/Category	Number of posts
EWS	1
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
OC (HEARING IMPAIRED)	1
BC-B	1
TOTAL	4 (1 WOMEN)


2/1/2025

MANCHERIAL
Abstract of vacancies

Class/Category	Number of posts
OC	7 (3 WOMEN)
EWS	4 (1 WOMEN)
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
OC (HEARING IMPAIRED)	1
BC-A	2
BC-B	2
BC-C	1
BC-D	1 (WOMEN)
BC-E	1 (WOMEN)
SC	3 (1 WOMEN)
ST	2
TOTAL	25 (8 WOMEN)

MEDAK
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
EWS	2 (1 WOMEN)
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
BC-A	1
BC-B	1
BC-C	1
BC-D	1 (WOMEN)
BC-E	1 (WOMEN)
SC	1 (WOMEN)
ST	1
TOTAL	12 (6 WOMEN)

Loceleaga
2/1/25

MEDCHAL-MALKAIGIRI

Abstract of vacancies

Class/Category	Number of posts
OC	2
EWS	8 (3 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
OC (HEARING IMPAIRED)	1
BC-B	2 (1 W)
BC-C	1
BC-D	1
BC-E	1
SC	1
TOTAL	18 (5 WOMEN)

SESSIONS JUDGE, HYDERABAD

Abstract of vacancies

Class/Category	Number of posts
OC	6 (2 WOMEN)
OC (EWS)	14 (4 WOMEN)
OC (BLINDNESS/ LOW VISION)	2 (1 W)
OC (HEARING IMPAIRED)	2 (1 W)
OC (LOCOMOTORY DIABILITY/CEREBRAL PALASY)	1
BC-A	3 (2 WOMEN)
BC-B	1
BC-C	1
BC-D	2 (WOMEN)
BC-E	1 (WOMEN)
SC	2
ST	4 (2 WOMEN)
TOTAL	39 (15 WOMEN)

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21/1/2025

MULUGU
Abstract of vacancies

Class/Category	Number of posts
EWS	1
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
BC-C	1
TOTAL	3 (1 WOMEN)

NAGARKURNOOL
Abstract of vacancies

Class/Category	Number of posts
EWS	3 (1 WOMEN)
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
BC-A	1
BC-C	1
TOTAL	6 (2 WOMEN)

NALGONDA
Abstract of vacancies

Class/Category	Number of posts
OC	3 (1 WOMEN)
EWS	5 (3 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
OC (LOCOMOTORY DIABILITY/CEREBRAL PALASY)	1
BC-B	1
BC-D	1 (WOMEN)
SC	2 (1 WOMEN)
ST	1 (WOMEN)
TOTAL	15 (8 WOMEN)

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2/1/2025

NARAYANPET
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-B	1 (WOMEN)
TOTAL	4 (3 WOMEN)

NIRMAL
Abstract of vacancies

Class/Category	Number of posts
OC	1
EWS	2 (1 WOMEN)
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
BC-A	1
BC-C	1
BC-E	1 (WOMEN)
TOTAL	7 (3 WOMEN)

NIZAMABAD
Abstract of vacancies

Class/Category	Number of posts
OC	4 (2 WOMEN)
EWS	2 (1 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1
BC-B	1
SC	2 (1 WOMEN)
ST	2 (1 WOMEN)
TOTAL	13 (6 WOMEN)


21/12/2025

PEDDAPALLI
Abstract of vacancies

Class/Category	Number of posts
OC	1
EWS	4 (1 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-C	1
BC-D	2 (1 WOMEN)
BC-E	1
TOTAL	10 (3 WOMEN)

RAJANNA SIRICILLA
Abstract of vacancies

Class/Category	Number of posts
OC	3 (2 WOMEN)
EWS	3 (1 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
OC (HEARING IPAIED)	1
BC-A	1
BC-B	1 (WOMEN)
BC-C	1
SC	1
ST	1
TOTAL	13 (5 WOMEN)

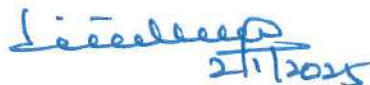
S. Srinivasan
21/12/2025

RANGAREDDY
Abstract of vacancies

Class/Category	Number of posts
OC	9 (3 WOMEN)
EWS	15 (6 WOMEN)
OC (BLINDNESS / LOW VISION)	2 (1 WOMEN)
OC (HEARING IMPAIRED)	2 (1 WOMEN)
OC (LOCOMOTOR DISABILITY OR CEREBRAL PALSY)	2
BC-A	4 (1 WOMEN)
BC-B	3 (1 WOMEN)
BC-C	2
BC-D	3 (2 WOMEN)
BC-E	5 (2 WOMEN)
SC	5 (2 WOMEN)
ST	1 (WOMEN)
TOTAL	53 (20 WOMEN)

SANGAREDDY
Abstract of vacancies

Class/Category	Number of posts
EWS	3 (1 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-C	1
BC-E	1 (WOMEN)
TOTAL	6 (3 WOMEN)


2/1/2025

SIDDIPET
Abstract of vacancies

Class/Category	Number of posts
OC	6 (3 WOMEN)
EWS	3 (1 WOMEN)
OC (BLINDNESS/ LOW VISION)	1 (WOMEN)
OC (HEARING IMPAIRED)	1
BC-A	1
BC-B	1
BC-C	1
BC-D	1
BC-E	1 (WOMEN)
ST	1
TOTAL	17 (6 WOMEN)

SURYAPET
Abstract of vacancies

Class/Category	Number of posts
OC	10 (2 WOMEN)
EWS	4 (3 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
OC (LOCOMOTOR DISABILITY OR CEREBRAL PALSY)	1
BC-A	2 (1 WOMEN)
BC-B	2 (1 WOMEN)
BC-C	1
BC-D	3 (1 WOMEN)
BC-E	1
SC	5 (2 WOMEN)
ST	1
TOTAL	31 (11 WOMEN)

L. Srinivasan
21/12/25

VIKARABAD
Abstract of vacancies

Class/Category	Number of posts
EWS	5 (2 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
OC (HEARING IMPAIRED)	1
BC-A	2 (1 WOMEN)
BC-B	1
BC-C	1
BC-E	1 (WOMEN)
TOTAL	12 (5 WOMEN)

WANAPARTHY
Abstract of vacancies

Class/Category	Number of posts
OC	2 (1 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1
BC-C	1
TOTAL	5 (2 WOMEN)


21/1/2025

WARANGAL
Abstract of vacancies

Class/Category	Number of posts
OC	3 (2 WOMEN)
EWS	3 (1 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
BC-A	1
BC-B	1
BC-C	1
BC-D	1 (WOMEN)
SC	2 (1 WOMEN)
ST	1
TOTAL	14 (6 WOMEN)

YADADRI-BHONGIR
Abstract of vacancies

Class/Category	Number of posts
OC	6 (1 WOMEN)
EWS	4 (1 WOMEN)
OC (BLINDNESS / LOW VISION)	1 (WOMEN)
OC (HEARING IMPAIRED)	1
BC-A	1 (WOMEN)
BC-B	1
BC-C	1
BC-D	2
BC-E	2 (1 WOMEN)
SC	2 (1 WOMEN)
TOTAL	21 (6 WOMEN)

Date: 2-1-2025


REGISTRAR (RECRUITMENT)