

NOTIFICATION

OFFICE OF THE METROPOLITAN SESSIONS JUDGE :: HYDERABAD.

NOTIFICATION No. <sup>4396</sup> /MSJ/Adm/Hyd/2014 Dated: 26-09-2014

Applications are invited upto 5.00 P.M on **29-10-2014** in the prescribed format appended hereto for appointment to the post of **JUNIOR ASSISTANT** by Direct Recruitment in A.P Judicial Ministerial Service in the Unit of Metropolitan Sessions Judge, Hyderabad.

ABSTRACT

Sl.No.	Category	General	Reservation for women	Scale of Pay	Total Posts
1.	OC	05	3	<b>Rs. 8440 - 24950</b>	08
2.	OC (Blind or Low Vision)	1 (Blind or Low Vision)	-		01
3.	BC-A	-	1		01
4.	BC-B	01	2		03
5.	BC-D	01	-		01
6.	BC-E	01	-		01
7.	SC	03	2		05
8.	ST	0	1		01
	<b>GRAND TOTAL</b>	<b>12</b>	<b>9</b>		<b>21</b>

Note:-

The selection and appointment of the candidates against Roster Points earmarked to B.C.(E) is subject to the result of the Civil Appeal Nos. 2628 and 2637/2010 on the file of Hon'ble Supreme Court of India.

The Last Date for receipt of applications : **29-10-2014** upto 5.00 P.M. The postal cover should be superscribed with 'APPLICATION FOR THE POST OF JUNIOR ASSISTANT'

The application should be addressed to the **METROPOLITAN SESSIONS JUDGE, CRIMINAL COURTS COMPLEX, NAMPALLY, HYDERABAD.**

QUALIFICATIONS PRESCRIBED:

- 1) Must have passed **Intermediate Examination** conducted by A.P. State Board of Intermediate Education or any equivalent Examination as prescribed in G.O.Ms.No.100, dt.8-8-2013.
- 2) Must have knowledge or qualification in Computer Operation as prescribed in G.O.Ms.No.100, dt.8-8-2013.
- 3) **Linguistic qualification:** A candidate shall not be eligible for appointment if he does not possess an adequate knowledge of the languages of the district (**Telugu and Urdu**) in which he is to be appointed. The language or languages of the districts is as specified in **Annexure – III** to APJMS rules. 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 languages are not available, candidates who have an adequate knowledge of any one of the said languages according to the needs of the district may be selected and such candidates shall be eligible for appointment in that district.

**AGE LIMIT:**

- 1) Must have **not completed 34 years** of age and must **have completed 18 years** of age as on **01-07-2014**.
- 2) The relaxation of maximum age limit is 5 years in respect of Backward Class/ Scheduled Castes/ Scheduled Tribes candidates and 10 years in respect of Physically handicapped candidates, as per Rule 12(1)(b)(i) of A.P State and Subordinate Service Rules, 1996 and for Ex-Service men as per the Proviso under Rule 12 (1) (b) (i) of A.P. State and Subordinate Service Rules, 1996.

**APPLICATION/EXAMINATION FEE:**

An application/examination fee of Rs.200/- (Rupees two hundred only) shall be paid in the form of Crossed Demand Draft obtained in any Nationalized Bank in favour of '*The Metropolitan Sessions Judge, Nampally, Hyderabad*' and to enclose the Demand Draft to the application.

The Fee once paid, is not refundable under any circumstances, **it is not refundable, even if the application is rejected for any reason.**

**EXEMPTION OF APPLICATION/EXAMINATION FEE :-**

The candidates belonging to Scheduled Caste/Scheduled Tribe/Physically Handicapped/ Ex-servicemen categories are exempt from payment of fee.

**METHOD OF RECRUITMENT:**

- i) Appointment to the posts notified will be made only on the basis of the Presidential Order to the extent it applies and subject to Rule of Reservation and guidelines prescribed by the Hon'ble High Court. Out of 21 posts of Junior Assistant, **17** posts are reserved for Locals and **4** posts are unreserved, against which either Local or Non-Local can come up for selection as per merit.
- ii) Appointment to the posts notified will be as per the instructions issued in para 9 of G.O (P) No. 729, G.A. (SPF-A) Department, dated 01-11-1975.
- iii) Written Test (Objective Type with multiple choice answers) of the standard consistent with the minimum General Educational Qualifications prescribed i.e. Intermediate will be held to the post of Junior Assistant on **OMR** basis.
- iv) Written test will be conducted for 80 marks and oral interview for 20 marks. The minimum qualifying percentage of marks prescribed for OC, BC and SC/ST community candidates in written test are 40%, 35% and 30% respectively.
- v) Out of the qualified candidates in Written Test the meritorious candidates shall be called for interview in the ratio of **1:10**.
- vi) Final Merit List of selected candidates shall be sent to the Hon'ble High Court of Judicature at Hyderabad, in the ratio of **1:3** for approval.

**CERTIFIED COPIES/PHOTOCOPIES OF THE FOLLOWING DOCUMENTS WICHEVER IS APPLICABLE SHOLD BE ENCLOSED TO THE APPLICATION**

- 1) Certificates of Academic qualifications such as Marks Lists, Pass Certificates, Provisional Certificates and other Testimonials.
- 2) Certificate evidencing DATE OF BIRTH.

Community Certificate in case of S.Cs. S.Ts and B.Cs. **The Certificate shall show specifically the classification of the GROUP.**

- 4) Employment Registration Card.
- 5) **Certificate in respect of LOCAL candidates in terms of Presidential Orders 1975, i.e. Study Certificate for four (04) consecutive academic years from 7<sup>th</sup> Class to SSC (or) in case, they have not studied in any institution, in the District during the above period of four years, residence Certificate, from the concerned Tahasildar for four years preceding the year of qualifying examination in Annexure-I in terms of G.O.Ms.No. 729 GAD, (SFA-A) Department dated 01-11-1975. If the certificate in proof of Local/Non-Local candidature are not in accordance with these instructions, the applications will be summarily rejected**
- 6) In case of physically handicapped candidates, the certificate issued by Medical Board specifying the nature of disability and percentage of disability should be enclosed.
- 7) One recent Passport size photograph duly signed by Gazetted Officer to be affixed in the space provided in the application form and two passport size photographs duly signed by Gazetted Officer to be affixed in the space provided in Hall Ticket Original and Duplicate.
- 8) Self addressed cover (duly stamped for Registered post with Acknowledgment)
- 9) The application should be addressed to the Metropolitan Sessions Judge, Criminal Courts Complex, Nampally, Hyderabad with a caption "Application for the post of **JUNIOR ASSISTANT**"

**GENERAL INSTRUCTIONS/CONDITIONS:**

1. Appointments will be made only on the basis of PRESIDENTIAL ORDERS issued under Article 371-D of the Constitution of India and subject to Rule of Reservation.
2. Applications are to be submitted in the prescribed pro-forma enclosed herewith and applications received in any other format will be summarily rejected.
3. No T.A. or D.A. will be paid for the journey performed in connection with recruitment i.e. for Written examination/Interview.
4. Applications with insufficient information will summarily be rejected.
5. Applications which do not contain necessary enclosures as detailed above will be rejected.
6. Applications received after 5-00 p.m on **29-10-2014** will be ignored.
7. Applications which were received prior to this Notification will not be considered.
8. This Office is not responsible for any postal delay, delay caused by and other service like Courier or delay in delivery etc..
9. All rights are reserved with the Appointing Authority to reject the applications at any stage, if 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 to be prosecution for furnishing such false information.
10. Selection to the posts will be made as per the guidelines issued by the Hon'ble High Court of A.P. and A.P. Judicial Ministerial Service Rules and subject to approval by the Hon'ble High Court of Judicature at Hyderabad.
11. Candidates resorting to bring influence of any kind will disqualify their candidature.
12. The appointment shall be covered by the Contributory Pension Scheme and the existing Pension Scheme as per the Andhra Pradesh Revised Pension Rules, 1980 will not be applicable to them as per G.O.Ms.No. 653, 654, 655 (Pen-I) Department, dated 22-09-2004 issued by the Government.
13. The Appointing Authority reserves the right to cancel the notification without assigning any reason there for.

*M. S. J.*  
METROPOLITAN SESSIONS JUDGE,  
HYDERABAD.