

OFFICE OF THE PERMANENT LOK ADALATH::SPSR NELLORE DISTRICT

NOTIFICATION No.01/2023

Sub: APSLSA - PLAPUS - Permanent Lok Adalat at District Legal Services Authority, Nellore District - Notification - Applications for certain supporting staff on contract basis - Called for - Regarding.

- Ref: 1. G.O.Ms.No.138 Law (LA & J) Home Courts-B Department, dated 21.09.2022.
2. Roc.No.79-L3/APSLSA/LSW/2022, dated 28.09.2022 published in the Andhra Pradesh Gezette on 28.09.2022.
3. Letter received from the Hon'ble A.P.State Legal Services Authority, Amaravati, dated:27.02.2023.
4. Note file orders dt.06.03.2023 of the Hon'ble Chairman-cum-Prl.District Judge, District Legal Services Authority, Nellore.

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Pursuant to the orders of Hon'ble A.P. State Legal Services Authority, Amaravathi in ROC. No.91/APSLSA/LSW/2022, Dt.27.02.2023, Applications are invited from the eligible candidates for engaging in **3 Posts** at Permanent Lok Adalath, District Legal Services Authority, Nellore **on contract basis for a period of one year from the date of selection, with a stipulation of extension on yearly basis on satisfactory performance of the individuals.** The selection will be made as per Proceedings of the Hon'ble A. P. State Legal Services Authority, Amaravathi in Order Roc.No.17-E1/APSLSA/Estt./2023, Dt:24.02.2023 of Hon'ble A.P. State Legal Services Authority Service Rules, 1999, subject to final approval by the Hon'ble Chairman-cum-Prl.District Judge, Nellore and Hon'ble Chairman, Permanent Lok Adalath, Nellore.

Vacancy Position:

Sl.No.	Name of the posts	Required Number
1.	Head Clerk	01
2.	Steno-cum-Typist	01
3.	Typist-cum-Assistant	01

The filled in applications should be addressed to "the **Chairman-cum- Prl. District Judge, District Legal Services Authority, Nyaya Seva Sadan, District Court compound, Nellore, SPSR Nellore District**", by Registered Post or by hand under proper acknowledgment or by courier, duly super scribing the name of the post applied for as " _____ " so as to reach the addressee.

Last date for receipt of applications extended upto: . 31-3-23 up to 5.00 P.M.

Educational Qualifications :

a)Qualifications for Head Clerk - 1:

1	Ministerial Officers who retired as Head Clerk and above either in Andhra Pradesh Judicial Ministerial Services or corresponding categories of Andhra Pradesh High Court Service
2	Ministerial Officers who retired on attaining the age of superannuation and who have not attained the age of 70(seventy) years.
3	Ministerial Officers having satisfactory record of service.

Monthly Salary : Rs.44,570/-

b)Qualifications for Steno -cum-Typist - 1

1.	Must be a Graduation from any Recognized University
2.	Must have passed A.P.Government Technical Examination in English shorthand by High Grade or equivalent examination and 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.
3.	Must have passed A.P.Government Technical Examination in English Type writing by Higher Grade conducted by the State Board of Technical Education and Training, A.P.Hyderabad.
4.	Must have knowledge or qualification in computer operation.

c)Qualifications for Typist-cum-Assistant - 1

1.	Must be a Graduation from any Recognized University
2.	Must have passed A.P.Government Technical Examination in English Type writing by Higher Grade conducted by the State Board of Technical Education and Training, A.P.Hyderabad, who have passed the examination by Higher Grade are not available, those who have passed the examination by Lower Grade will be considered.
3.	Must have knowledge or qualification in computer operation.

Monthly salary : Rs.25220/-

METHOD OF RECRUITMENT

Selection to the post notified will be made only on temporary basis and can be terminated if they found incline in which point of time or if their work for the purpose is found unsatisfactory.

Termination of Services:

The services of Head Clerk, Steno-cum-Typist or Typist-cum-Assistant in the office of Permanent Lok Adalat can be terminated at any time without any prior notice in the following cases by the Chairman, DLSA on recommendation of the Chairman, Permanent Lok Adalath, Nellore or on directions by SLSA in writing:

- 1 He/she substantially breaches any duty or service required in the office, or
- 2 Seeks or accepts any pecuniary gains or gratification in cash or kind from the beneficiary or his friend or relative, or

- 3 Charged or Convicted for any offence by any court of law, or
- 4 Indulges in any type of political activities, or
- 5 Found incapable of rendering professional services of the required standards, or
- 6 Failure to attend training programmes without any sufficient cause, or
- 7 Indulges in activities prejudicial to the working of Permanent Lok Adalat office, or
- 8 Using his/her position in Permanent Lok Adalat office to secure unwarranted privileges or advantages for him/herself or others, or
- 9 Acts in breach of code of ethics, or
- 10 Remains absent without leave for more than two weeks, or
- 11 If services are found unsatisfactory during the six monthly performance review by the SLSA or DLSA

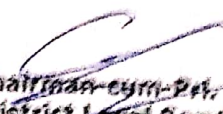
Copies of documents only (but not the Originals) to be enclosed to the application duly attested.

1. Certificates of Academic qualifications, Marks list of the qualifying examination viz. Graduation or equivalent, and other certificates to prove their proficiency and skills, if any.
2. Certificate showing the date of birth.
3. A self-addressed postal envelope with postage of Rs.25/- for register post and acknowledgement due.
4. **Two recent pass-port size colour photographs of the applicant.**
 - a) One should be affixed on the right top corner of the application.
 - b) One photo (detachable)


General Instructions:

1. Incomplete applications or applications without the required attested copies of documents as mentioned above, will be summarily rejected.
2. The applications received in any other format other than the enclosed here with, will be summarily rejected.
3. Applications are liable to be rejected at any stage, if any information furnished therein is found to be false and the applicants are liable for prosecution for furnishing false information.
4. No T.A. and D.A. will be paid to the candidates to attend the interview.
5. The candidate is to be of sound health, active habits and free from bodily defects of infirmity, otherwise making him/her unfit for the service.
6. **The applications received after the last date will not be accepted.**
7. The appointing Authority reserves the right to cancel the notification without assigning any reason thereof.

Station : Nellore
Date : 14.03.2023


Chairman-cum-Pet. District Judge,
District Legal Services Authority
Nellore.

10/3/23


Dist. L.S.A.
10/3/23

To

1. The Principal District Judge, Nellore - with a request to instruct the concerned to affix the notification in the notice board of the District Court, Nellore.

2. All the Chairmen, Mandal Legal Services Committees in the SPSR Nellore District - to affix the notification in the notice board and to forward.
3. The District Public Relations Officer, I & PR Department, Nellore, with a request to cause display of the notification on the notice board attached to his office as well as the information centres located at various places in the District. He is also requested to release the gist of the notification as a "Press Release" to both print and electronic media.
4. Spare.

Copy to:

The Hon'ble Member Secretary, A.P. State Legal Services Authority, Amaravathi -
for favour of information.

APPLICATION FOR THE POST OF _____
 Ref: Notification No. 01/2023 of the office of the Permanent Lok Adalath, Nellore

STATE _____

DISTRICT _____

Application No. _____
 (For Office use)

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1.	Full Name of the Applicant (In Black Letters)	:			
2.	Father's/Husband's Name	:			
3.	Permanent Address	:			
4.	Address for Communication (with Mobile Number & e-mail ID)	:			
5.	Sex (male/Female)	:			
6.	Date of Birth	:			
7.	Age (As on 01.07.2022 (As per SSC Certificate)	:	Year	Month	Days
8.	Nationality	:			
9.	Religion	:			
10.	Caste/Category (OC,BC,SC,ST&PH with Sub-Groups)	:			
11.	Educational Qualification 1. Academic 2. Technical 3. Other (if any)	:			
12.	Previous experience(if any)	:			
13.	Designation at the time of retirement	:			
14.	Pay and allowances at the time of retirement	:			
15.	Date of entry into service	:			

16.	Date of retirement (Proof should be enclosed)	:	
17.	Date of Birth (proof should be enclosed)	:	
18.	Service particulars	:	

Name of the Post	Period of service	Court in which he/she worked

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

STATION:

SIGNATURE OF THE APPLICANT

DATE:

NB: Necessary attested copies of the certificates with regard to age, caste, educational and technical qualifications and service certificates shall be enclosed to this application.