NOTIFICATION No. 101/2026, DATED 02.02.2026 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 for direct recruitment 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 **07.02.2026** to **28.02.2026.** The Last date for submission of application through online is **28.02.2026** 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	**02-02-2026**
Starting Date for submission of online Application	**07-02-2026**
Closing Date for Submission of online Application	**28-02-2026**
Starting Date for submission of online Application for eligible outsourcing and contract employees of the Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority, Hyderabad; the Telangana High Court Legal Services Committee, Hyderabad; the Telangana Judicial Ministerial and Subordinate Service; the District Legal Services Authority and in the Mandal Legal Services Committees in the State of Telangana.	**02-03-2026**

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Closing Date for submission of online Application for eligible outsourcing and contract employees of the Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority, Hyderabad; the Telangana High Court Legal Services Committee, Hyderabad; the Telangana Judicial Ministerial and Subordinate Service; the District Legal Services Authority and in the Mandal Legal Services Committees in the State of Telangana.	**15-03-2026**
Download of Hall Tickets for O.M.R examination	**Date will be intimated later.**
Date of OMR based Examination	**May 2026**

4. VACANCY POSITION:

Class/Category	Number of posts
OC	11
E.W.S	4
HEARING IMPAIRED	1
EX-SERVICEPERSON	1
SPORTS PERSON	2
BC-A	3
BC-B	2
BC-D	2
BC-E	2
SC	4
ST	2
TOTAL	**34**

Note:

a) Selection of a 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) Candidates claiming reservation under the Economically Weaker Section (E.W.S) category shall produce a certified copy of a valid E.W.S certificate of the current year, duly issued by the competent authority.

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c) 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.

d) If provisionally selected candidate does not join the post, the next meritorious candidate may 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 applicants have to state in their online application, the work experience they have, such as, cooking, carpentry, plumbing, electrical and painting etc., for the purpose of performing duties with respect of their work experience at the residences of Judicial Officers.

c) The candidate shall possess the aforesaid Educational Qualifications as on the date of this notification.

6. AGE LIMIT:

a) As on 01-7-2026, the candidate must have completed the age of 18 years and must not have completed the age of 46 years.

b) In view of the G.O.Ms.No.30, dated 08.02.2024, General Administration (Services-A) Department, the upper age limit prescribed above is however further relaxable in the following cases, in accordance with the Telangana State and Subordinate Service Rules.

- S.C./S.T./B.C. and E.W.S – 5 years.
- Physically handicapped persons – 10 years.

c) The relaxation of maximum age limit 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.

d) The upper age limit will be relaxed to the candidates who are presently working on contract or outsourcing basis in the Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority, Hyderabad; the Telangana High Court Legal Services

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Committee, Hyderabad; the Telangana Judicial Ministerial and Subordinate Service; the District Legal Services Authority and in the Mandal Legal Services Committees in the State of Telangana, provided that they must be within the 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.

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), Person with Disability having the physical disability of 40% and above, 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 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% Horizontal reservation in favour of Women will be 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.

8. 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 (45 questions – General Knowledge and each question will carry one (01) mark. The duration of the said examination will be 60 minutes.

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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 45% for OC and EWS candidates, 40% to the BC candidates and 35% 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 provisionally 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 Service of the High Court for the State of Telangana; Head Office of the Telangana State Legal Services Authority, Hyderabad; the Telangana High Court Legal Services Committee, Hyderabad; the Telangana Judicial Ministerial and Subordinate Service; the District Legal Services Authority and 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) 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 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.

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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.

10. MERIT LIST:

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

b) Where two or more candidates get equal total number of marks in the 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.

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 (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-servicemen.

b) The certificate in respect of BCs and SCs 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 the Employer (if employed anywhere).

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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 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 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 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.

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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 announcing the 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) 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.

13. 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. By using the same OTPR ID, candidate can apply for multiple Districts, subject to availability of vacant post.

c) The candidate will receive unique/individual application number for each District 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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e) For the detailed information, candidates are advised to go through the User Guide available in the High Court's website "http://tshc.gov.in".

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: 02.02.2026.

2/2/2026
REGISTRAR (RECRUITMENT)