GOVERNMENT OF TELANGANA
DEPARTMENT FOR EMPOWERMENT OF PERSONS WITH DISABILITIES, SENIOR CITIZENS & TRANSGENDER PERSONS HYDERABAD DISTRICT

NOTIFICATION

Collr.AD.DW.Ref.No. A/SRD/1246/2026-2027, Dated: .11.2026

NOTIFICATION FOR FILLING UP OF THE POSTS UNDER THE PURVIEW OF DISTRICT SELECTION COMMITTEE (GROUP-IV SERVICES-CLERICAL CADRE) AND OTHER THAN DISTRICT SELECTION COMMITTEE (CLASS IV POSTS) IN SUB-ORDINATE OFFICES FOR BACKLOG VACANCIES RESERVED FOR PERSONS WITH DISABILITIES.

1.Applications are invited from eligible persons with disabilities up to 2.12.2026 at 5.00 PM in the Office of the Assistant Director, Department for Empowerment of Persons with Disabilities, Sr. Citizens & Transgender Persons, Ground Floor, Block M4, Manoranjan Complex, Near Exhibition Grounds: Ajanta Gate, M.J. Road, Nampally, Hyderabad - 500001 in the Proforma annexed here to for appointment of DSC Posts and other than DSC Posts in Telangana Ministerial Services a limited recruitment (Backlog Vacancies) reserved for Persons with Disabilities.

2.Backlog Posts:- Backlog Vacancies means the posts reserved for persons with Bench Mark Disabilities (PwBD) in previous recruitment years which could not be filled by eligibile persons with disabilities and remain unfilled under 4% reservation quota that unfilled reserved vacancies become backlog vacancies subject to the applicable reservation and carry farward and interchangibility among PwDs as per rules in force.

3.4% Reservation for PwDs:-As per G.O.Ms.No.10 WCD,& SC, dated: 30.08.2018. The 4% reservation will be distributed 1% for VI,1% for HI,1% for LD and1% for ID respectively under section 34(1)of RPwD, Act 2016.

4.Carry Forward and Interchangibility among PwDs:G.O.Ms.No. 96 GAD (SER-D) Dated: 22.07.2019 and G.O Ms.No.6 W.C.D & S.C (DW), Hyd, dated: 20.07.2018 under section 34(2) of RPwD Act.

5.Locomotor Motor Disability(LD):-Locomotor Disability is nothing but orthopedicallyhandicapped,leprosy cured persons, cerebral policy dwarfismmusculardystrophy and acid attack victimsare having benchmarkdisability certificates.

6.Intellectual Disabilities(ID):-IntellectualDisabilities is nothing but specificlearningdisability, intellectual disability,Autism,Mental illnessandMultiple Disability basing on the degree of disability.

7.Persons with Bench Mark Disability(PwBD):-The person of VI, HI, LD and ID having 40% and more degree of disability or eligible to apply these posts where as the Hearing impaired persons having 75% degree of disability or alone eligible to apply to these posts in terms of Memo No. 2074/Estt.A1/2016-5, Dept, WCD & SC, (DW)Dated: 16.10.2017.

8.Horizontal reservation for PwDs:- Selection of the candidate will bemade by implementing horizontical reservation for PwDs in terms of the G.O.Ms.No.35 GAD (SER-D), Dated:13.02.2014 and G.O.Ms.No.3 DW,WCD, SC & TGP Dated:10.02.2024 by following the horizontal reservation and also by following the Telangana Last Grade Service Rules,1992 and Telangana State & Subordinate Service Rules,1996.

9.33 1/3% reservation for women with Disabilities:- 33 1/3% reservation will be implemented in terms ofG.O.Ms.No.3 DW,WCD, SC &TGP Dated:10.02.2024 in horizontal manner.

10.Age:- The applicant should have completed (18) years of age and should not have completed (54) years of age as on 01.07.2026.

11.Disability:- A certificate issued by the competent Authority as per the provisions of G.O.Ms.No.31, WD. CW & DW (DW) Department, dated 01.12.2009. He / she should be posses minimum 40% degree of Disability for various categories (VH & OH) of disabled persons and in respect of Hearing Impaired Persons the candidates whose disability is 75% and above are only eligible for job reservation.

12. The Total backlog Posts reserved for persons with Bench Mark Disabilities (PwBD) is 83 in which Group -IV Posts are 03 and Class -IV Posts are 80.

13.Local Candidate:-

G.O. Ms. No 124, Para 7;

(i) A candidate for direct recruitment to any post shall be regarded as a local candidate in relation to a local area.

(ii) In cases where a minimum educational qualification has been prescribed for recruitment to the posts,

(iii) If he has studied in an educational institution or educationalinstitutions in such local area for a period of not less than fourconsecutive academic years ending with the academic year in which he appeared or, as the case may be, first appeared for the relevant qualifying examination; or

(iv) Where during the whole or any part of the four consecutive academicyears ending with the academic year in which he appeared or as the case may be first appeared for the relevantqualifying examination he has not studied in any educational institution, if he has resided in that local area for a period of not less than four years immediately preceding the date of commencement ofthe qualifying examination in which he appeared, or as the case may be, first appeared.

(v) In cases where no minimum educational qualifications has been prescribed for recruitment to the post, if he has resided in that local area for a period of not less than four years immediately preceding the date on which the post is notified for recruitment.

(vi). Such local area where he has resided for the maximum period out of the said period of seven years; or

(vii) Where the periods of his residence in two or more local areas are equal such local area where he has resided last in such equal periods.

(viii). In case where Visually Impaired and Hearing Impairedpersons studied in the special schools meant for them, the native place oftheir parents will be considered as local as per the provisions in G.O.Ms. No. 104, General Administration (SPF - A) Dept, dt: 24.03.2000.

(ix) To claim the Local reservation candidates should be submittedstudy certificates of 1st to 7thas per G.O. Ms. No 124, General Administration (SPF –F) Dated. 30.08.2018,Local candidatesmeans as per paragraph 7 a candidate has studied in any educational institution in the relevant local area for at least four consecutive academic years ending with the academic year in which the candidate appear for the qualifying examination.

(x) If the Candidate has not studied in any educational institutions but resided in the relevant local area for at least four years immediately preceding the qualifying examination.

(xi) Post without education qualification a candidate who resided in the relevant local area for at least four years immediately preceding the notification date.

(**xii**) Where the period of his/her study in two or more local areas or equal such local areas where he / she has studied last in such equal periods.

(**xiii**) The G.O. Ms. No 124.General Administration (SPF – F) Dated 30.08.2018 reveals that

para 6(1)_____District Local Cadre

Para 6(2)_____ Zonal Cadre

Para 7_____ Definition of Local and Non Local reservation

Para 8 (1)_____95% Local Reservation and 5% Non-Local reservation (Open Quota) in the District Cadre

Para 8 (5)(1)_____Fraction counted as 1.

14. In case where Visually Impaired and Hearing Impaired persons studied in the special schools meant for them, the native place of their parents will be considered as local as per the provisions in G.O.Ms.No.104, General Administration (SPF - A) Dept, dt: 24.03.2000.

15. In case of post with Read & Write education qualification then the candidates should submit the residence certificate by the concerned Tahsildar as per G.O. Ms. No. 124, General Administration (SPF – F) Dated 30.08.2018 to claim the local status.

16. All the Group – IV and Class – IV posts are declared as Local Cadre and Local reservations. Hence Local Candidates are eligible.

17. Non Local candidate are not eligible to apply.

18. The Genuineness of the medical certificate will be verified and in the case of ambiguity or doubts, the same shall be referred to the Appellate Medical Board and the decision of appellate medical board is final as per the rules in force.

19. Those who fraudulently avail or attempt to avail any benefit meant for persons with disabilities, shall be punishable with imprisonment for a term which may extend to two years or with fine which may extend to twenty thousand rupees or with both as prescribed under Persons with Disabilities Act, 2016.

20. The candidates having Temporary Disability certificate are not eligible to apply either Group- IV or Class – IV Posts in terms of G.O. Ms. No. 41 W.C.D & S.C (DW), dated 31.12.2022.

21. **Scale of Pay**:- PRC, 2020 Scales are applicable to the aboverespective posts.

Selection:-

(i) Selection of the candidate for Group-IV posts basing on the Highest Marks secured in the relevant degree qualification along with usage of computers in terms of G.O. Ms. No. 74General Administration (Services-A)Department dated: 14.02.2007 and G.O.Ms.No.133 & 135 GAD (SER- B), dated. 12.05.2014.

(ii) Selection of the candidates for Class-IV Posts basing on the selection parameters fixed by the District Selection Committee in a total transparent way for aggregate Total Marks of 50. The Selection parameters are namely basic/prescribed education qualification to the post, Age , percentage of degree of Disability and Multiple Disability. If all the selection parameters are equal, then preference will be given the candidates having higher degree of disability in employment as per G.O. Ms.No.56, WDCW& DW Dept. Dt. 02.12.2002.

22. Approximate number of vacancies in each category of posts in the district is given below. **The vacancies given are subject to decrease or increase according to the circumstances.**

23. The Collector and District Magistrate has empowered to cancel the given notification at any time.

24.Vacancies of Group-IV Category in the District

Sl. No	Category	No. of Posts	VI	HI	LD	ID	Qualifications
			06	31	56	82	
1	2	3	4	5	6	7	8
1	Junior Assistant	3	2	1	-	-	Degreewith proficiency in Office Automation with usage of computer and associated software/Must hold a 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.
	Total	**3**	**2**	**1**	-	-	-

25.<u>Method of Recruitment for Group – IV Posts</u> :-

(i) Selection of the candidate shall be done as per marks secured in the relevant qualifying academic examinations in terms of the G.O.Ms.No.74, General Administration (Services-A)Department dated: 14.02.2007,the method of recruitment procedure adopted by DSC for direct recruitment to the posts in Group-IV Services to fill up the Junior Assistant and equivalent categories of backlog vacancies for Physically Challenged persons with different challenges of Disabilities, the written Examinations and oral Interviews be waived.As per G.O.Ms.No.133 & 135 GAD (SER- B), dated. 12.05.2014 the DSC will conduct test in "proficiency in Office Automation with usage of computer and associated software to select the meritorious candidates as per this G.O.

(ii) If eligible women candidates of VH(W)/ HH(W)/ OH(W)/ ID(W)category or not available in the initial recruitment, the same shall befilledup by eligible male candidates with same category of disability respectively as per G.O.Ms.No. 96 GAD (SER-D) Dated: 22.07.2019 and G.O Ms.No.6 W.C.D & S.C (DW), Hyd, dated: 20.07.2018. Hence eligible male candidates VI, HI, LD and ID are eligible to apply for it

(iii) For carry forward for differently abled persons, if eligible disabled candidates of that particular category are not available the same shall be filled up by method of interchanging as per G.O. Ms. No. 96 (GAD)(SER-D) Dated: 22.07.2018.

26.Vacancies of the Class-IV (ODSC) Vacancies:

Sl. No.	Category	No. of Posts	VI	HI	LD	ID	Qualifications
1	2	3	4	5	6	7	8
1	Librarian Gr.III	1	0	0	0	1	A Pass in intermediate Examination or its equivalent examination and a certificate in Library Science of a university in India.
2	Lab Attender	1	1	0	0	0	A Diploma in the concerned subject awarded by thestate board of technical education and training or ITI certificate in the concerned trade with 1 year experience after I.T.I.
3	Office Subordinate	16	8	5	2	1	Must Have passed VII class Examination.
4	Watchman	8	5	2	1	0	Must have passed V Class or equivalent examination.
5	Gate Porter	4	2	1	1	0	Must have passed V Class or its equivalent examination.
6	Kamati	8	2	4	1	1	Must be able to read and write Telugu or Urdu or English or Hindi.

7	Assistant Dhobi	4	0	3	1	0	Must be able to read and writeTelugu or Urdu or English or Hindi.
8	Sweeper	11	5	4	2	0	Must be able to read and write Telugu or Urdu or English or Hindi.
9	Mali	11	1	4	3	3	Must be able to read and writeTelugu or Urdu or English or Hindi.
10	Thoti	9	1	2	2	4	Must be able to read and writeTelugu or Urdu or English or Hindi.
11	Scavenger	2	0	0	1	1	Must be able to read and writeTelugu or Urdu or English or Hindi.
12	Cook	1	1	0	0	0	Must be able to read and writeTelugu or Urdu or English or Hindi.
13	Ayah	1	0	1	0	0	Must be able to read and writeTelugu or Urdu or English or Hindi.
14	Female Ward Attendant	1	1	0	0	0	Must be able to read and writeTelugu or Urdu or English or Hindi.
15	Junior Lift Attender	2	0	1	1	0	Must be able to read and writeTelugu or Urdu or English or Hindi.
	Total:	**80**	**27**	**25**	**17**	**11**	

27.<u>Method of Recruitment for Class – IV Posts (Other than DSC):-</u>

Selection of the candidates basing on the selection para meters fixed by the Task Force Committee/ District SelectionCommittee as per the Memo No. 9750/DW A2/2002 dated: 2.12.2002 and Memo No. C2/2749/2011, dated: 25.07.2011.The District Selection Committee have been decided to adopt the selection criteria basing on four selection parameters to select the meritorious candidates and given earmarked weightages for selection parameters as follows:

Selection of the candidates will be made basing on the following selection parameters namely:

(a) Academic qualification,
(b) Marks for Age,
(c) Marks for Percentage of Bench Mark Disability.
(d)Marks for Multiple Disability.

Sl. No.	Selection Para Meters	Key Weightage
1	Marks for Age	15
2	Marks for Disability	30
3	Marks for Multiple Disability	5
	Total:	**50**

<u>Note:</u>

1. The Selection of the candidates basing on the above selection para meters fixed by the District Selection Committee for aggregate total of 50 Marks earmarkedfor selection in which 30 Marks earmarked for Disability, 15 Marksearmarked for Age Criteria and remaining 5 Marksearmarkedfor Multiple Disability and No Marks earmarked for prescribed/ Basic Academic Education Qualification to the post which is mandatory.
2. If the candidates gets aggregate equal marks then preference will be given candidate with higher degree of disability as per G.O. Ms.No. 56 WD,CW&DW Dept dated: 02.12.2002 Eventhough if the candidates getsaggregate equal parameters then preference will be given elder in Age.
3. For carry forward for differently abled persons, if eligible disabled candidates of that particular category are not available the same shall be filled up by method of interchanging as per G.O.Ms.No.96 (GAD)(SER-D) Dated:22.07.2018.
4. If eligible women candidates of VI(W)/ HI(W)/ LD(W)/ ID(W) category or not available in the initial recruitment, the same shall be filledup by eligible male candidates with same category of disability respectively as per G.O. Ms.No. 96 GAD (SER-D) Dated: 22.07.2017, and G.O Ms.No. 6 W.C.D & S.C (DW), Hyd dated

20.07.2018. Hence eligible male candidates of VI, HI, LD and ID are eligible to apply for it.

5. Candidates should applyseparately for each post by enclosing relevant documents.
6. Non production of residential proof of certificates or Bonafide Certificates by any PwD candidates will be treated as Non-Local Candidates.
7. Candidate must be submitted their Disability Certificate i.e., SADAREM certificate/UDID, relevant qualifying academic educational certificate with Bonafide's and relevant computer certificate for Group – IV posts and disability Sadarem certificate, relevant Qualifying academic education certificate with Bonofide(incase of read & write posts) but submitresidentialcertificate issuedby the Tahsildar concerned and proof of date of birth should be submitted for class – IV posts are mandatory.
8. The candidates who are serving in Govt., Department can also applied through proper channel(from Employer)as per rules in force.

IMPORTANT INSTRUCTIONS:

1. Format of application should be neatly type or written on a thick white paper.
2. Two passport size copies of recent photographs should be enclosed to the application, one of which should be pasted to the application form in the space provided and the other copy should be firmly attached to the application form. Each copy of photograph should be signed by the candidate in ink on the front side.
3. Enclose relevant copies of Certificates duly attested by Gazetted Officer i.e., Nativity Certificate / Residence issued by concerned Tahsildar, Bonafide Certificate, Disability Certificate, requisite academic/technical qualification etc.
4. If Residential certificate / Parents Nativity Certificate issued by concerned Tahsildar and study certificates are not enclosed the candidate will be treated as Non-Local candidate. All the above mentioned DSC and ODSC Posts are notified as HYDERABAD LOCAL posts only.
5. The Persons with Disabilities who have not submitted the requisite qualification certificates / other relevant certificates / Parents Nativity Certificate (Those who have studied in Special Schools) along with application while applying for the respective posts shall be rejected and no further correspondence will be entertained.
6. Candidate should submit separate applications for each of the post desired along with all the required documents.
7. In complete applications and applications without supported documents will be rejected and applications received after due date will not be considered.
8. Completed application forms shall be submitted by hand or through Authorized person at O/o the Assistant Director, Department for Empowerment of Persons with Disabilities, Sr. Citizens &Transgender Persons, # Block M4, Ground Floor, Manoranjan Complex, Near Ajanta Gate, Exhibition Grounds, M.J. Road, Nampally,Hyderabad District– 500001. For Further contact Mobile No.9640452773.
9. For further details visit www.hyderabad.telangana.gov.in from 18.11.2026.

STATION: HYDERABAD. O/C

DATE: --2026.

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Dr. Priyanka Ala, I.A.S.,
Collector & District Magistrate,
&Chairman, District Selection Committee.

16.11.2026