

EXTRA-ORDINARY GAZETTE DATED : 27/07/2019**LAST DATE : 29/08/2019****CATEGORY NUMBER : 113/2019 – 116/2019****KERALA PUBLIC SERVICE COMMISSION****FIRST NCA NOTIFICATION**

Applications are invited through One Time Registration facility exclusively from qualified candidates belonging to reservation group of communities of Kerala State viz Scheduled Tribe, Muslim, Viswakarma & LC/AI for appointment in the under mentioned post. Candidates who have already registered can apply through their profile.

1. **Department** : **Various**
2. **Name of post** : **Confidential Assistant Gr. II**
3. **Scale of pay** : **Rs. 20,000-45,800/-**
4. **Number of vacancies** : **District wise**

Scheduled Tribe 113/2019	-	Pathanamthitta	- 01 (One)
	-	Kasaragod	- 01 (One)
	-	Ernakulam	- 01 (One)
Muslim 114/2019	-	Ernakulam	- 02 (Two)
	-	Kollam	- 01 (One)
Viswakarma 115/2019	-	Kasaragod	- 01 (One)
LC/AI 116/2019	-	Kottayam	- 01 (One)
	-	Malappuram	-01 (One)
	-	Kasaragod	- 01 (One)

Note:- (i) Applications submitted by candidates belonging to the communities other than those notified will be summarily rejected. No rejection memo will be issued to these candidates.

- (ii) Separate Ranked Lists will be prepared for the above districts in pursuance of this notification for the above communities. Ranked List thus prepared and published by the Commission shall remain in force for three years or until candidates are advised and appointed against the vacancies earmarked for the above communities unfilled due to paucity of candidates during the currency of the Ranked List, whichever is earlier.

Name of District	Date of Publication of Ranked List	Category No.
Kollam	23.05.2016	130/2012
Pathanamthitta	23.05.2016	130/2012
Kottayam	23.05.2016	130/2012
Ernakulam	23.05.2016	130/2012
Malappuram	23.05.2016	130/2012
Kasaragod	23.05.2016	130/2012

- (iii) The selection in pursuance of this notification will be made on a Revenue District basis, subject to the special conditions laid down in G.O (MS) No. 154/71/PD dated 27.05.1971. A candidate advised for appointment in one Revenue District from the Ranked List prepared is not eligible for transfer to another district unless he/she completes five years continuous service from the date of commencement of service in the former district. Even if transfer is allowed after five years, it will be subject to the rules in G O (P) No. 36/91/P&ARD, dated 2.12.1991. But as per G.O (P) No. 12/96/P&ARD dated 16.03.1996, the condition of 5 years service is not applicable for the transfer to the Districts of Idukki, Wayanad and Kasaragod. This concession will be available only for getting transfer into these districts, but not for getting transfer out of these districts and this concession will be granted only once in the career of Government Servant. Candidates already in Government Service holding the same post in any one district are prohibited from applying again for this post, but they can apply to higher posts when notified.
- (iv) If the community claim in the application differs from the community noted in SSLC, then such changes are to be published in the gazette on or before the date of verification of original documents and the same should be produced along with the Community Certificate/Non Creamy Layer certificate issued by the Revenue authorities at the time of One Time Verification or as and when required by the Commission.

5. **Method of appointment :-** Direct Recruitment (From candidates belonging to Scheduled Tribe, Muslim, Viswakarma & LC/AI communities)

6. Age Limit

:- 18-39 (for Muslim, Viswakarma & LC/AI communities).
Candidates born between 02.01.1980 and 01.01.2001 (both dates included) are eligible to apply for this post. (Including the relaxation as per Para 2(i) of the General condition)
18-41 (for ST community only). Candidates born between 02.01.1978 and 01.01.2001 (both dates included) are eligible to apply for this post. (Including the relaxation as per Para 2(i) of the General condition)
[For concessions allowed in upper age limit, subject to the condition that the maximum age limit shall in no case exceed 50 (fifty) years (including all concessions). Please see Para (2) of the General condition except Para 2(i) under Part II of this notification]

7. Qualifications:-

- (1) Pass in Plus 2 or its equivalent.
- (2) Lower Grade Certificate in Typewriting English (KGTE) and Computer Word Processing or its equivalent.

Note:- Those who have passed the KGTE Typewriting before January 2002 must have acquired separate certificate in Computer Word Processing or its equivalent before the last date for receipt of application for the post, fixed by the Commission.

- (3) Lower Grade Certificate in Typewriting Malayalam (KGTE) or its equivalent.
- (4) Lower Grade Certificate in Short Hand English (KGTE) or its equivalent.
- (5) Lower Grade Certificate in Short Hand Malayalam (KGTE) or its equivalent.

(GO(MS)No.21/2011/P&ARD dated 01.07.2011)

[Certificate issued from the Typewriting institutions and IMC certificates will not be accepted]

Note :-

- (a) Certificate in Computer Word Processing issued by Central/State Govt. department, Agencies, Societies, Universities after successfully completing a course of study of not less than three months duration are considered as equivalent to KGTE Computer Word Processing.
- (b) Those who claim equivalent qualification shall produce the respective Government Order to prove the claim at the time of One Time Verification or as required by the Commission.
- (c) All the qualifications must have acquired before the last date of receipt of application.
- (d) KS&SSR Part II Rule 10(a) (ii) is applicable for selection to the post.

8. Mode of submitting Applications :-

Candidates must register as per ONE TIME REGISTRATION scheme through the Official Website of Kerala Public Service Commission www.keralapsc.gov.in before applying for the

post. Candidates who have already registered can apply by logging in to their profile using their User-ID and password. Candidates must click on the Apply Now button of the respective posts in the Notification Link to applying for a post. The photograph uploaded should be one taken on or after 31/12/2010. Name of the candidate and the date of taking photograph should be printed at the bottom portion. The photograph once uploaded meeting all requirements shall valid for 10 years from the date of uploading. There is no change in other instructions regarding the uploading of photographs. No application fee is required. Candidates shall take a printout of the application by clicking the link Registration Card in their profile. Candidates are responsible for the correctness of the personal information and secrecy of password. Before the final submission of the application on the profile, candidates must ensure the correctness of the information on their profile. They must quote their User-ID for further communication with the Commission. Application submitted is provisional and cannot be deleted or altered after submission. The Application will be summarily rejected if noncompliance with the notification is found in due course of processing. Documents to prove Qualification, Experience, Community, age etc. have to be produced as and when called for. **Candidates who have AADHAAR card should add AADHAAR card as I.D. Proof in their profile.**

9. **Last date of receipt of applications** 29/08/2019 Thursday upto 12 midnight.
10. **Address to which applications are to be sent :** www.keralapsc.gov.in.
11. If Written Test/OMR/Online Test is conducted as part of this selection, candidates shall submit a confirmation for writing the examination through their One Time Registration profile. Such candidates alone can generate and download the Admission Tickets in the last 15 days till the date of Test. The applications of candidates who do not submit confirmation within the stipulated period will be rejected absolutely. The periods regarding the submission of confirmation and the availability of Admission Tickets will be published in the Examination Calendar itself. Information in this regard will be given to the candidates in their respective profiles and in the mobile phones registered in it. Candidates who have downloaded the Admission Ticket will alone be permitted to attend the examination.

(For details including Photo, ID Card etc please see the General Conditions given below as Part II of this Notification).

**SAJU GEORGE,
SECRETARY,
KERALA PUBLIC SERVICE COMMISSION**