

Gazette Date: 15/03/2013

Last Date: 17/04/2013

Category No: 36/2013 to 43/2013

I NCA NOTIFICATION

Applications must be submitted online through the official website of the Commission after 'ONE TIME REGISTRATION'. 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 : ₹ 10480-18300/-
4. No. of vacancies : Districtwise

36/2013	ST	Kottayam Alappuzha	1 1
37/2013	Muslim	Malappuram	1
38/2013	OBC	Malappuram	1
39/2013	Ezhava	Kottayam Malappuram	1 1
40/2013	OX	Kannur Kasaragod	1 1
41/2013	Dheevera	Kottayam Kannur	1 1
42/2013	LC/AI	Kollam	1
43/2013	Viswakarma		1

- Note:-**
- (i) Applications submitted by candidates belonging to the Communities other than those notified will summarily be rejected. No rejection memo will be issued.
 - (ii) Separate ranked list will be prepared for each district in pursuance of this notification. Ranked List thus prepared and published in pursuance of this notification shall remain in force until candidates are advised and appointed against the NCA turns identified as unfilled during the currency of the Ranked Lists published for the post in following district. Candidates will be advised from the Ranked List for appointment against the head quarters vacancies also. Such candidates will be eligible for transfer as per the terms and conditions in G.O.(MS) No. 442/80/GAD dated 26.09.1980.

Name of District	Date of Publication of R/L	Cat No
Kottayam	24.11.2009	223/2005
Malappuram	02.07.2009	223/2005
Kannur	10.06.2009	223/2005
Kasaragod	03.02.2009	223/2005
Alappuzha	18.11.2009	223/2005
Kollam	01.12.2009	223/2005

- (iii) Applications should not be sent to more than one district in response to this notification of applications are sent contrary to the above direction and if he/she

is selected his/her name well be required from the ranked list and disciplinary action will be taken against his/her candidates should note the name of the district concerned in the relevant column.

- (iv) The selection in pursuance of this notification will be made on a Revenue District basis, subject to the special conditions laid down in GO (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 GO(MS) No.4/61/PD, dated 02.01.1961. 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.

5. Method of Appointment : Direct Recruitment from candidates belonging to the above mentioned communities. In the absence of ST candidates applications of SC candidates will also be considered.

6. Age limit: **LC/AI, Viswakarma, Muslim, OBC, Ezhava, OX & Dheevera candidates** :-
18-39. Born between 02.01.1974 and 01.01.1995 (Both dates included)
SC/ST :- 18-41. Born between 02.01.1972 and 01.01.1995 (Both dates included)
For other conditions regarding age relaxation, subject to the conditions that the maximum age limit shall in no case exceed 50 years please see para 2 of the General Conditions.

7. Qualifications:

1. Pass in S.S.L.C or its equivalent
2. Lower Grade Certificate in English Typewriting (KGTE) and Computer Word Processing or its equivalent (G.O.(P) No. 17/2005/P&ARD dated 09.05.2005).
3. Lower Grade Certificate in Malayalam Typewriting (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.

Note:- Those who have passed KGTE Typewriting before January 2002 should produce separate certificate in Computer Word Processing or its equivalent. Certificate in Computer Word Processing issued by Central /State Government Departments, Agencies, Societies, Universities after successfully completing course of study not less than three months duration are considered as equivalent. Certificates issued from Typewriting Institutions and IMC Certificates will not be accepted.

8. Method of submitting Applications:
Candidates shall register as per 'ONE TIME REGISTRATION ' system on the Official Website of Kerala Public Service Commission 'www.keralapsc.gov.in' for applying for the post. Candidates who have registered shall apply by logging in to their profile using their User- ID and password. Candidates shall click on the 'Apply Now' button of the respective posts in the Notification link for applying for a post. No application fee is required. Candidates can view and have a print-out of the details in the profile by clicking the link Registration Card, if required. Candidates are responsible for the correctness of the personal information and secrecy of password. Before applying for a post, candidates must ensure correctness of the information in their profile. They must quote the User-ID for further communication with the Commission. Applications once submitted will be received as provisional and particulars shall not be deleted or altered after submission. Applications submitted not in accordance with the conditions of the notification will be summarily rejected. Documents to prove Qualification, community, age etc. have to be produced as and when called for.
9. Last date of receipt of applications: 17.04.2013 Wednesday up to 12 midnight
10. Address to which applications are to be sent : www.keralapsc.gov.in
11. If a Written Test/OMR Test is conducted as part of the Selection, Hall Ticket of eligible Candidates will be made available in the website of the Kerala Public Service Commission, Candidates are instructed to download their Hall Ticket as per the instructions in the website.

(For details, please see the General Conditions given)

P. C. BINOY
SECRETARY
KERLA PUBLIC SERVICE COMMISSION