

**Gazette Date: 15/11/2013**

**Last Date: 18/12/2013**

**Category No: 415//2013**

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. Name of Department** : NCC/Sainik Welfare  
(Common Notification)

**2. Name of Post** : Lower Division Clerk  
(From Ex-service men only)

Note:- The above post is Re-designated as Clerk as per G.O (Ms.) No. 120/2013/  
(138)/Fin. dated 04.03.2013

**3. Scale of Pay** : Rs. 9940-16580/-

**4. No. of Vacancies** : District wise

1. Thiruvananthapuram
2. Kollam
3. Alappuzha
4. Kottayam
5. Idukki
6. Ernakulam
7. Thrissur
8. Palakkad
9. Malappuram
10. Kannur
11. Kasaragod

Not Estimated

**Note:-** (i) Separate Ranked lists will be prepared for each district in pursuance of this notification. The Ranked Lists thus prepared and published by the Commission shall remain in force for a minimum period of one year, subject to the condition that the said lists will continue to be in force till the

publication of new lists after the expiry of the minimum period of one year or till the expiry of three years whichever is earlier. Candidates will be advised for appointment from the lists prepared in pursuance of this notification against the vacancies reported to the District Offices of the Commission from both NCC and Sainik Welfare Department during the period of currency of the said lists. In case no candidate is advised from the list till the expiry of the period of 3 years, the duration of the list shall be extended for a further period of one year or till atleast one candidate is advised from the list whichever is earlier.

- (ii) 3% vacancies of the post are reserved for Physically disabled candidates limited to the categories of Locomotor disability/Cerebral Palsy, Hearing Impairment and Low Vision as per G.O. (P) No.1/13/SJD dated 03.01.2013. A separate list of such candidates shall be prepared along with the Ranked List (Physically disabled candidates must specify the details in the relevant column of application). They shall be advised against Sl.No. 33, 66, 99 in a cycle of 100 vacancies as per rules. Physically disabled candidates included in the Main list/Supplementary lists for reservation communities shall also be included in the list of PH candidates on the basis of merit. If candidates in the list (Main list/Supplementary list/List for PH) is advised from any one of the above list on Open/Reservation/PH quota, the name of the candidate shall be deleted from the other list. Relaxation in age as per provisions in KS &SSR will be continued to be extended to the PH candidates. Award of grace marks as stipulated in the existing rules will be continued to be given to PH candidates.
- (iii) The selection in pursuance of this notification will be made on 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 district from the Ranked List prepared for that District is not eligible for transfer to another District for a period of 5 years from the date of commencement of regular service in the former district. Even if transfer is allowed after 5 years, it will be subject to the conditions prescribed in G.O. (P)No.36/91/P&ARD dated 02.12.1991 in the case of Inter-district transfers within the same department and G.O.(P)No.05/2013/P&ARD dated 06.02.2013 in the case of Inter-departmental transfers. But as per G.O(P) 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 in to these districts,

but not for getting transfer out of these districts and this concession will be granted only once in the career of a Government Servant. Candidates already in Government Service holding the post in any one district are prohibited from applying for the same post in another District.

- (iv) For appointment in the Head Quarters vacancies no separate option is necessary. They will be considered for appointment in the head quarters vacancies also without such option. Vacancies arising in the Head quarters will be filled up according to the terms and conditions of G.O.(MS) No 154/71/PD dated 27.05.1971.
- (v) Candidates willing to be appointed to Security Posts like Store Keeper, Cashier etc. for which Fidelity Guarantee Policies are required shall submit their willingness at the time of verification of documents. The fact will be noted against their names in the ranked lists. Such candidates are also eligible for appointment to posts for which no fidelity guarantee is necessary if their turn for recruitment arise. But if such candidates who have noted their willingness to be appointed for Security posts, refuse the advise of the Commission to such post, they will not be further advised form that list and their names will also be deleted from the Ranked List.
- (vi) Selection to this post will be made on the basis of a Competitive Test of the SSLC Standard. The selection test will be conducted at different centers in each district. The candidates should appear for the examination wherever they are admitted. As the selection is District wise, candidates will be allowed to appear for the test only in the examination centres for the District, which they have opted in the relevant column of the online application.

**5. Method of Appointment** : Direct Recruitment ( From Ex-Servicemen only)

**6. Age Limit** : Should have completed 18 (Eighteen) years and should not have completed 50 (Fifty) years of age as on 01.01.2013 inclusive of the period of Military service. Only candidates born between 02.01.1963 and 01.01.1995 (both dates included) are eligible to apply for this post.

**Note** :- For details regarding age relaxation please see the General Conditions given in Part II of this Notification.

**7 Qualifications** : A Pass in the SSLC or its equivalent examination

**Note:** Only Ex-servicemen are eligible to apply for this post.

**8. Mode of Submitting Application:-**

Candidates shall register as per 'ONE TIME REGISTRATION ' system on the Official Website of Kerala Public Service Commission [www.keralapsc.gov.in](http://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 must exclusively 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, experience, community, age etc. have to be produced as and when called for.

**9. Last Date for receipt of Application:18/12/2013** Wednesday up to 12.00  
Midnight

**10. Address to which applications are to be submitted:** [www.keralapsc.gov.in](http://www.keralapsc.gov.in)

(For details including Photo, ID card etc please see the General Conditions given in Part II of this Notification)

**P.C. BINOY  
SECRETARY  
KERALA PUBLIC SERVICE COMMISSION**