

**Gazette Date: 31/12/2014**

**Last Date : 04/02/2015**

**Category No:650 /2014**

Applications are invited online only from qualified candidates for selection to the following post .Application must be submitted online through the official website of the Commission after "ONE TIME REGISTRATION". Candidates shall apply through their profile. The uploaded photo should be taken within one year from the date of application.

- 1 Name of the firm : Kerala Artisans' Development Corporation Limited
- 2 Name of Post : Accountant
- 3 Scale of Pay : Rs. 11070 - 18450/- (P.R)
- 4 Number of vacancies : 1 (one)

Note:- (i) The number of candidates to be included in the Short List/Probability List of the above post will be decided as per the availability of admitted applications.

(ii) The above vacancy is now in existence. The list of selected candidates published by the Commission in Pursuance of this Notification shall remain in force for a minimum period of One year and a maximum period of three years provided that list will not continue to be in force if a new Ranked List after the minimum period of expiry of one year is published. Candidate will be advised against the vacancy shown above and for all the vacancies reported during the period of pendency of the Ranked list.

(iii) The Kerala Public Service Commission shall have the power to cancel the advice for appointment of any candidates to the above post, if it is subsequently found that such advise was made under some mistake. On such cancellation the appointing authority shall terminate the service of candidate, provided that, the cancellation of advice for appointment by the Commission and subsequent termination of service of the candidate by the appointing authority shall be made with in the period of probation or 240 days from the date of joining duty whichever is earlier.

(iv) 3% of the vacancies are reserved for physically handicapped candidates.

5 Method of Appointment : Direct Recruitment.

6 Age : 18-41 "Only candidates born between 02.01.1973 and 01.01.1996 (both dates included) are eligible

to apply for this post”. Other Backward Communities and SC/ST candidates are eligible for usual age relaxation.

**Note:- 1.** The provisional hands working in the above concern will given age relaxation to the extent of their provisional service put in subject to a maximum of Five years from the upper age limit provided they are within the prescribed age limit on the date of their first appointment in the above concern. But the regular employees of the concern are not eligible for the above concession for further appointment. The provisional hands should obtain a certificate showing the period of their provisional service in the concern and shall produce the same as and when required by the Commission. It would also be clearly specified in the certificate that they were not working in the regular service of the concern.

2. Retrenched persons from the Kerala Social Welfare Board will be exempted from upper age limit if they were within age on the date on which they get regular appointment under the Board, provided they are otherwise qualified.

3. The upper age limit will be relaxed in the case of Enumerator-cum-vaccinator of the National Small Pox Eradication Programme and the retrenched Malaria Surveillance works of the National Malaria Eradication Programme to the extent of their service if they are otherwise qualified. Such persons shall produce certificates in proof of their actual service as and when required by the Commission.

4. Land verification Volunteers belonging to Scheduled Castes or Scheduled Tribes or Other Backward Classes will also be eligible for the relaxation from the upper age limit, over and above the normal relaxation available to them as per rules.

5. The upper age limit will be relaxed in the case of N.M.R. Workers of the P.W.D. & P.H.E.D. to the extent of their service as N.M.R. Workers provided they are otherwise qualified. They shall reproduce a certificate obtained from the Assistant Engineer or Assistant Executive Engineer of the concerned section showing their actual period of service as and when required by the Commission.

[for other conditions regarding the age relaxation please see Para 2 of the General Conditions]

#### 7. Qualifications:

- 1 B.Com with CA/ICWA (Intermediate)
  - 2 Experience as Accountant/Assistant in Industrial/Commercial establishment for not less than 5 years.  
PGDCA Desirable
- Note:- Rule 10(a)ii of Part II of KS & SSR is applicable

#### FORM OF EXPERIENCE CERTIFICATE

Name of Firm (Company/Corporation/Government  
Department/Co-operative Institutions etc.) :

Register No. (SSI Registration or any other Registration

Number and Date of Registration) :

Authority issued Registration

:

CERTIFICATE OF EXPERIENCE

Issued to (here enter Name and Address)

.....  
.....

This is to certify that the above mentioned person has worked/ has been working in this institution as ..... (here enter the name of the post or the nature of the assignment held in the capacity) on ₹ ..... per day /per mensem for a period of ..... years ..... months ..... days from ..... to .....

Place:

Date:

(Office Seal)

Signature,  
Name and Designation of the Issuing  
Authority with Name of the Institution

CERTIFICATE

Certified that Sri./Smt. ....  
.....mentioned in the above Experience certificate has actually worked /is working as ..... (specify the nature of employment) in the above Institution during the period mentioned therein as per the entry in the Register .....(Name of Register to be specified) maintained by the employer as per the provisions of ..... Act (Name of the Act/Rules to be specified)

I am the authorized person to inspect the Registers kept by the employer as per the provision of the Act/Rules of the ..... State / Central Act.

Place:

Date:

(Office Seal)

Signature with date,  
Name of Attesting Officer with Designation  
and Name of Office, who is the notified  
Enforcement Officer as per the Act/Rules.

- Note:-
1. Please specify the post held or nature of assignment, Casual Labourer, Paid/unpaid Apprentice/Regular Worker or Temporary Worker.
  2. All Experience Certificates shall be duly certified by the concerned Controlling Officer/ Head of Office of the Government. The genuineness of the Certificate shall be subjected to verification and legal action will be taken against those who issue and produce bogus Certificate.
  3. Practical Experience should be acquired after obtaining the basic qualification in the particular trade and prior to the last date fixed for receipt of application

for this post as per the Gazette Notification.

**8. Mode 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. 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 of receipt of applications: **04/02/2015** Wednesday up to 12.00 midnight

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

11. (a) Para 7 of the general conditions is not applicable to this post.

(b) The selection to the above concern will be subject to the rules and regulations made by them from time to time.

(for further details see the general conditions given in Part II)

P.C.BINOY  
SECRETARY  
KERALA PUBLIC SERVICE COMMISSION