

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

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

**Category No: 730/2014**

**FIRST NCA NOTIFICATION**

Applications are invited online only from qualified candidates belonging to Scheduled Caste (SC) reservation group of Kerala State for appointment in the under mentioned post in Kerala Government Service. Before applying for the post candidates should register as per the One Time Registration facility through the official website of Kerala Public Service Commission.

- 1. Department : Social Justice**
- 2. Name of Post : Caretaker (Female)**
- 3. Scale of pay : ₹ 10,480-18,300/-**
- 4. Number of vacancy : SC-1 (One)**

The above vacancy is now in existence. The Rank list of selected candidates published by the Commission in response to this notification shall remain in force until candidates are advised and appointed against the vacancies earmarked for SC and remaining unfilled due to the paucity of candidates belonging to SC community during the currency of the ranked list, published on 04.06.2014 for the post. This is the first NCA notification for the post owing to non availability of qualified candidates belonging to SC community. In the absence of Scheduled Caste candidates, Scheduled Tribe candidates will also be considered

- 5. Method of appointment : Direct Recruitment (from female candidates belonging to SC only.)**

Note : Applications submitted by candidates other than those belonging to SC/ST will be rejected. No rejection memo will be issued to them individually.

- 6. Age Limit: 18-41**

Only candidates born between 02.01.1973 and 01.01.1996 (both dates included) are eligible to apply for this post. (including relaxation in Para 2 (1) of General Conditions).

[For conditions regarding the other age relaxation please see part 2 of the General Conditions except para 2(1).]

- 7. Qualifications:**

- 1. Pass in Pre-Degree examination of any recognised University.**
- 2. Experience for a period of one year as Caretaker in any approved Juvenile Institution in Government or approved children's home like orphanages etc. approved by the Control Board/Director of Social Welfare/Government.**

- Note :-
1. Rule 10 (a) (ii) of Part II KS&SSR is applicable.
  2. The post is exclusively reserved for female candidates.

3. The name of the Institution and period of service should be furnished in the column prescribed for noting the experience in the application.
4. The veracity of the Experience Certificate will be subjected to scrutiny and those who issue or produce bogus Certificate will be subjected to legal proceedings. The experience Certificate obtained from private institutions shall be got attested by an authorised officer of Central or State Government (the District Social Welfare Officer). Candidates should produce experience Certificate in the form appended below.

**FORM OF CERTIFICATE OF EXPERIENCE**

(From Approved Juvenile Institution in Government or Approved Children's home like Orphanages etc. approved by the Control Board/ Director of Social Welfare/Government of Kerala). The declaration part should be given by the District Social Justice Officer.

Name :  
Registration No. with date of 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/is working in this Institution as ..... (here enter the name of post holding or held or the nature of assignment holding or held in the (Institution) or Rupees ..... per day/per mensem for a period of ..... years ..... months ..... days from ..... to .....

Place:  
Date of issue:

Dated Signature  
Name and Designation of the  
Issuing authority with  
Name of the Institution

(Office Seal)  
**DECLARATION**

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

Also certified that I am the authorized officer to inspect the register kept by the employer as per the provisions of the ..... Act/ Rules of the State/Central Government and that the institution is a juvenile institution/children's home like orphanage approved by the Control Board/Director of Social Welfare/Government of Kerala.

Place:

Signature with date  
Name of the Attesting Officer with

Date :

Designation and Name of Officer

(Office Seal)

NB:-The veracity of the Experience Certificate will be subjected to scrutiny and Legal action will be taken against those who issue or produce bogus certificate.

**8. Mode of submitting Applications:** Before applying for the post, candidates should register as per “ONE TIME REGISTRATION” scheme through the official website of Kerala Public Service Commission [www.keralapsc.gov.in](http://www.keralapsc.gov.in). Those who have already registered can apply by logging into their profile using his/her user ID and password. No application fee is required. Candidates can view, rectify defects and print the details in the registration card after entering the home page. Candidates are responsible to ensure correctness of the personal information and secrecy of password and they shall keep in mind the user ID for further communication with the Commission. Applications which are submitted not in accordance with the instructions given in the website will be summarily rejected. Documents to prove Qualification, experience, age, community etc have to be produced as and when called for by the Commission.

**9. Last date of receipt of Applications:** 04/02/2015 Wednesday up to 12.00 midnight.

**10. Website Address :** [www.keralapsc.gov.in](http://www.keralapsc.gov.in)

(For other applicable stipulations refer to the General Conditions given in part II of the notification.)

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



