

EXTRA-ORDINARY GAZETTE DATED : 25/08/2020

**LAST DATE : 30/09/2020**

**CATEGORY NO: 89/2020**

**IV NCA NOTIFICATION**

Applications are invited Online only from qualified candidates belonging to reservation group of Scheduled Tribe Community of Kerala State for appointment in the under mentioned post in Kerala Government Service. Before applying for the post the candidates should register as per the One Time Registration scheme through the official website of Kerala Public Service Commission. Candidates who have already registered can apply through their profile.

1. **Department** : Woman and Child Development
2. **Name of Post** : Caretaker (Female)
3. **Scale of pay** : ₹ 20000-45800/-
4. **Number of vacancy** : Scheduled Tribe- 01 (One)

The above vacancy is now in existence. The Ranked list published as per this notification will be valid until candidates are advised and appointed against the vacancies earmarked for the above mentioned community but remain unfilled and also against vacancies that may arise due to the paucity of candidates during the currency of the Ranked list No. 322/14/SSIV dtd 4.06.2014. This is the Fourth NCA Notification issued due to the paucity of candidates belonging to the above community after the issuance of 1<sup>st</sup> NCA Notification vide Category No.733/14 published in the gazette dated 31.12.2014, II nd NCA Notification vide category No. 176/16 published in the gazette dated 30/06/16 and III rd NCA Notification vide category No.615/17 published in the gazette dated 29.12.17.

5. **Method of appointment** : Direct Recruitment. (From Female candidates belonging to the Scheduled Tribe community only.)  
In the absence of Scheduled Tribe Candidates, Scheduled Caste Candidates will be considered for appointment.

**Note:-** Applications submitted by candidates belonging to Communities other than the Scheduled Tribe/ Scheduled Caste community will be summarily rejected. Individual communication regarding the rejection of their application will not be issued.

6. **Age limit** : 18-41. Only candidates born between 02.01.1979 and 01.01.2002 (both dates included) are eligible to apply for this post. (Including the relaxation as per para 2(i) of the General Conditions) (For conditions regarding the age relaxation please see Part II, Para 2 of the General Condition except Para 2(i)).
7. **Qualifications** : I.(1) PDC or Plus Two or equivalent and one year experience as a care giver in any of the child care institution recognised by the Kerala State Orphanage

Control Board under Social welfare Department.

(2) Should possess good physique.

- Note I:-**
1. (i) Care Taker (Female) appointed by direct recruitment/promotion shall undergo an in-service training for a period of 3 months under the supervision and guidance of the Probation Officer of the District in which he is appointed as per the detailed programme determined by the Director of Social Justice.  
(ii) The training period shall be treated as duty for all service benefits.
  2. Every person appointed to the category shall from the date on which he joins duty be on probation for a period of two years on duty within a continuous period of three years.
  3. (i) Candidates shall produce Experience Certificate in the form appended below with Declaration part signed by the Director Kerala State Orphanage Control Board.  
(ii) The name of Institution and period of service should be furnished in the column prescribed for noting the experience in the application.  
(iii) The Experience Certificate obtained from private institutions shall be attested by the Social Welfare Officer.

- Note II:-**
1. Rule 10 a (ii) of part II of KS&SSR is applicable.
  2. Candidates who claim equivalent qualification instead of qualification mentioned in the notification shall produce the relevant Government Order to prove the equivalency at the time of verification, then only such qualification shall be treated as equivalent to the prescribed qualification concerned.
  3. In the case of difference in original caste/ community claimed in the application and that entered in SSLC book, the candidate shall produce a Gazette notification in this regard, along with Non Creamy Layer Certificate/ Community Certificate at the time of certificate verification.

### **FORM OF CERTIFICATE OF EXPERIENCE**

(Experience as Caregiver from any of the Child Care Institutions recognised by Kerala State Orphanage Control Board under Social Justice Department)

Name of firm (Company/Corporation/Govt. Dept./  
Co-operative Institution etc) :

Register No. (SSI Registration or any other  
Registration Number and date of Registration) :

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 post held and or the nature of assignment held in the capacity) on Rupees ..... per day/per mensem for a period of ..... years ..... months ..... days from . . . . .to .....

Place: Signature:  
Date : Name and Designation of the Issuing authority with  
Name of the Institution  
(Office Seal)

**DECLARATION**

Certified that Sri/Smt.....mentioned in the above Experience Certificate has actually worked/is working as.....(Specify nature of employment)in the above institution during the period from.....to.....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 the Act/Rules to be specified).

Also certified that I am the Authorised Officer to inspect the registers kept by the employer as per the provisions of the .....Act/Rules of the State/Central Government and the child care institution recognised by Kerala State Orphanage Control Board under Social Justice Department.

Place: Signature with date  
Date: Name of Attesting Officer  
with Designation and Name of Office who is  
the notified enforcement officer as per Act and Rules.  
(Office Seal)

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

**8. Method of submitting applications :-**

- (a) Candidates must register as per 'ONE TIME REGISTRATION' with the Official Website of Kerala Public Service Commission [www.keralapsc.gov.in](http://www.keralapsc.gov.in) before applying for the post. Candidates who have registered can apply by log in on 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 apply for the post. The photograph uploaded should be one taken after 31.12.2010. Name of the

candidate and the date of photograph taken should be printed at the bottom portion of the photograph. The photograph once uploaded meeting all requirements shall be 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 candidates must ensure correctness of the information in their profile. They must quote the User-ID for further communication with the Commission. Application once 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. Original Documents to prove qualification, age, Community etc. have to be produced as and when called for.

- (b) If Written/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 Calender itself. Information in this regard will be given to the candidates in their respective profiles and in the mobile phone number registered in it.
- (c) Appropriate disciplinary action as per Rules of Procedure Rule 22 shall be initiated against those candidates who submit applications with bogus claims of qualification regarding education, experience etc. and submit confirmation for writing the examination, irrespective of whether they are present or absent for the examination.
- (d) “Candidates who have AADHAR Card should add AADHAR as ID Proof in their profile.”

**9. Last date for receipt of applications :- 30.09.2020 Wednesday up to 12 Midnight.**

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

(For details including Photo ,ID Card , etc. refer the General Conditions given in part II of the Gazette Notification. )

SAJU GEORGE  
SECRETARY  
KERALA PUBLIC SERVICE COMMISSION