

GAZETTE DATE : 15/12/2023

LAST DATE : 17/01/2024

CATEGORY NO. 538/2023

Applications are invited from qualified **Scheduled Tribe** candidates of Kerala State for selection to the following post. Applications must be submitted online through the official website of the Kerala Public Service Commission after One Time Registration. Candidates who have already registered can apply through their profile.

1. **Department** : Various (Except NCC, Tourism, Excise, Police, SWD and Transport)
2. **Name of post** : Driver Cum-Office Attendant (HDV)(Special Recruitment from among ST only)
3. **Scale of pay** : ₹ 25,100-57900/-
4. **Number of Vacancies** : District wise
: Kottayam - 01

Notes:

i) A Ranked List will be prepared for Kottayam district in pursuance of this notification. The Ranked List thus prepared and published by the Commission in response to this notification shall remain in force for a minimum period of one year provided that the said list will continue to be in force till the publication of a new list after the expiry of the minimum period of one year or till the expiry of three years whichever is earlier. Recruitment will be made for the above vacancy and also for the vacancies reported for Special Recruitment for Scheduled Tribes during the currency of the said list.

ii) The selection in pursuance of this notification will be made on a 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 revenue district from the Ranked List so 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 orders contained in G.O (MS) No. 4/61/PD, dated 02.01.1961. Candidates already in Government service, holding the post in any one district are restricted from applying for the same post in another district. But they can apply for higher posts when notified.

iii) Candidates included in the Rank List for district wise selection will be advised for appointment against the Head quarters Vacancies also. As per the provision in G.O (MS) No.154/71/PD dated 27/05/1971, appointment against the Headquarters Vacancies will be started from Thiruvananthapuram District. Separate option need not be given for this. The conditions laid down in G.O(P)27/13/PD dated 28.09.2013 shall be applicable to the candidates thus appointed.

iv) The nomenclature and nature of duty in respect of the above post is as per G.O(MS)29/15/P&ARD Date-19.11.2015.

5. **Method of appointment** : Direct Recruitment
(Special Recruitment from among Scheduled Tribes only)

Note : Applications received from candidates other than Scheduled Tribes will be rejected. Individual communications regarding the rejection of their applications for the above reason will not be issued.

6. **Age** : 18-44. Only Candidates born between 02.01.1979 and 01.01.2005 (both dates included) are eligible to apply for this post.

Note :- In the absence of qualified candidates within the age limit the upper age limit shall be relaxed up to 50 years. But in no case the maximum age limit shall exceed 50 (fifty) years.

7. **Qualifications :-**

- I. A pass in Standard VII (Redundant qualification III forum).
- II. Must posses Valid Driving Licence of three years standing to drive Medium/Heavy Goods/Passenger Motor Vehicles with Drivers Badge.
- III. Proficiency in Driving-Medium/Heavy Goods/Passenger Motor vehicles which is to be proved by a practical Test including 'T' test and Road test conducted by Kerala Public Service Commission during the course of selection. Only those who have passed 'T' test are eligible for road test.

Note: Rule 10(a)(ii) of Part II of KS & SSR is applicable.

“In addition to the qualifications prescribed in the notification, the qualifications recognized by executive orders or standing orders of Government as equivalent to a qualification specified for a post, in the Special Rules and such of those qualifications which pre-suppose the acquisition of the lower qualification prescribed for the post, shall also be sufficient for the post. The copy of the Government orders declaring equivalent/higher qualifications shall be produced as and when required by the Commission.”

6. Medical Fitness:-

(a) Ear -Hearing should be perfect.

	<u>Right eye</u>	<u>Left eye</u>
(b) Eye -Distant vision	: 6/6 Snellen	6/6 Snellen
Near vision	: 0.5 Snellen	0.5 Snellen
Colour Vision	: Normal	
Night blindness	: Nill	

(c) Muscles and joints-No paralysis and all joints must capable of free movement.

(d) Nervous system-Perfectly normal and free from any infectious diseases.

Note:-

1. Differently abled candidates are not eligible to apply for the post.
2. Candidates should furnish the full details regarding the Driving Licence and experience in driving in the relevant column (qualifications) of the application form.
3. Candidates,while attending the Practical test, will have to produce Medical certificate in the prescribed form in original containing all relevant details as given in para 7 (iv) above(except iv b) from a Medical Officer not below the rank of an Assistant Surgeon and a Medical Certificate regarding eye sight as per Para 7(iv) (b) from an Ophthalmologist in Government Service. (Form of Medical certificate is appended below of this Notification)
4. Candidates should possess current Valid Driving Licence and badge through out all the stages of selection process i.e on the last date of receipt of application,OMR Test/Online Test,Practical Test and

interview.

5. Candidates from the ranked list prepared in response to this notification will be advised for appointment as per turn against Headquarters vacancy also.

Probation:-Every person appointed to the post shall,from the date on which he joins duty duty be on probation for a total period of 2 years on duty within continuous period of three years.

FORM OF MEDICAL CERTIFICATE REGARDING PHYSICAL FITNESS
FOR THE POST OF DRIVER Cum-Office Attendant(HDV)

(To be filled up by a Medical Officer not below the rank of an Assistant Surgeon)

1. What is the applicant's apparent age? :
2. Is the applicant to the best of your judgment, subject to Epilepsy, Vertigo or any Mental Ailment likely to affect his efficiency? :
3. Does the applicant suffer from any heart or lungs disorder which might interfere with the performance of his duties as a Driver? :
4. Does the applicant suffer from any degree of deafness, which would prevent his hearing the ordinary sound signals? Is his hearing perfect? :
5. Has the applicant any deformity or loss of finger, which would interfere with the efficient performance of his duties as a driver? :
6. State of Muscles and Joints (No paralysis and all joints with free movements) :
7. State of Nervous System (Perfectly normal and free from any infectious diseases) :
8. Does he show any evidence of being addicted to the extensive use of alcohol, tobacco or drinks? :
9. Marks of Identification :

He is physically fit for the post of I certify to the best of my knowledge and belief that the applicant Shri/ is the person herein above described and that the attached photograph has a reasonably correct likeness.

(The signature of the Medical officer shall be affixed on the photograph.)

PHOTO OF
THE
CANDIDATE

Place:

Date:

Signature

Name

Designation & Official Address

(office seal)

**FORM OF MEDICAL CERTIFICATE REGARDING VISION FOR THE POST OF
DRIVER CUM-Office Attendant (HDV)**

(To be filled up by an Ophthalmologist in Government Service)

1. Is there any defect of vision?

If so, has it been corrected by suitable spectacles so that the distant vision is 6/6 snellen and near vision is 0.5 snellen.

2. Can the applicant readily distinguish the pigmentary colours : red and green?

3. Does the applicant suffer from any night blindness?

I have this day medically examined Shri and found that he has no defect of vision which would render him unsuitable for the post of Driver Cum-Office Attendant (HDV) and his standards of vision are as follows.

Standards of Vision (Eye sight without glasses)

	Left eye	Right eye
1. Distant Visionsnellensnellen
2. Near Visionsnellen snellen
3. Field of vision (specify whether full or not, Entry 'Normal', 'Good' etc. will be inappropriate here)		:
4. Colour blindness		:
5. Squint :		:
6. Any morbid conditions of the eyes or lids of either eye.		:

His standards of vision are fit for the post of Driver Cum-Office Attendant (HDV).

I certify to the best of my knowledge and belief that the applicant Shri is the person herein above described and that the attached photograph has a reasonably correct likeness.

(The signature of the Ophthalmologist shall be affixed on the photograph leaving the face clear.)



Place:

Date:

Signature

Name, Designation & Official Address

(Office Seal)

Note:

Details regarding standards of vision should be clearly stated in the certificate, as given above and vague statements such as vision Normal etc. will not be accepted. Specification for each eye should be stated separately. Special attention should be directed to the distant vision. Required standard of vision are as follows.

	Right eye	Left eye
(a) Distant vision	6/6 snellen	6/6 snellen
(b) Near vision	0.5 snellen	0.5 snellen
(c) Each eye must have full field of vision		

8 **Mode of submitting application :-**

(a) Candidates must register as per ONE TIME REGISTRATION with the official website of Kerala Public Service Commission www.keralapsc.gov.in before applying for the post. Candidates who have registered can apply by logging 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 a post. The photograph uploaded should be taken after 31.12.2013. **Candidates who create new profile should upload the photograph taken within 6 months.** Name of the candidate and the date of photograph taken should be printed legibly at the bottom portion. The photograph once uploaded and that satisfies all requirements shall be valid for 10 years from the date of taking the photograph. There is no change in other instructions regarding the uploading of photographs. No application fee is required. Candidates are responsible for the correctness of the personal information and secrecy of password. Before the final submission of the application on the profile candidates must ensure correctness of the information in their profile. They must quote the User-ID for further communication with the Commission. Application submitted is provisional and cannot be deleted or altered after submission. **Candidates are advised to keep a printout or soft copy of the online application for future reference. Candidates can take the printout of the application by clicking on the link 'My applications' in their profile. All correspondences with the Commission, regarding the application should be accompanied with the print out of the application.** 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) Candidates who have Aadhaar card should add Aadhaar card as I.D proof in their profile.

9 **Last date for submission of application : 17.01.2024** Wednesday up to 12 midnight.

10 Website address: www.keralapsc.gov.in.

11 If a Written/OMR/Online Test is conducted as part of this selection, candidate shall submit a confirmation for writing the examination through their One Time Registration Profile. Such candidate alone can generate and download the admission tickets in the last 15 days till the date of test. The application 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 calendar itself. Information in this regard will be given to the candidates in their respective profiles and in the mobile phone number registered in it. Candidates who have downloaded the Admission Ticket will alone be permitted to attend the examination.

- 12 Paragraphs two, three and twenty five (except the conditions laid down in Rule 3 (c), Part II of the Kerala State and Subordinate Service Rules) are not applicable to this selection.

- 13 Appointments are made on the basis of the rank secured in the ranked list of candidates prepared in pursuance of this notification subject to the conditions laid down in G.O (Ms) 142/72/PD dated, 13.04.1972, G.O (Ms) 309/73/PD dated, 29.11.1973, G.O (P) No. 21/76/PD dated, 17.01.1976 and G.O (P) No. 25/94/GAD dated, 22.01.1994 allowing special reservations to Scheduled Castes / Scheduled Tribes in accordance with the procedures made for this purpose from time to time and subject to the rules under sections 3(c), 17(a), 17(b) of Part II of Kerala State and Subordinate Service Rules, 1958.

Special instructions to candidates :-

- 14 In the case of difference in Caste/Community claimed in the application and that entered in SSLC book, the candidate shall produce a gazette notification in this regard, along with Community certificate at the time of certificate verification.

- 15 Candidates are required to acquaint themselves with the instructions given in the notification as Part II, General Conditions before submitting application for the post. Applications which are not submitted in accordance with the terms and conditions laid down in the General Conditions are liable to be rejected.

- 16 Appropriate disciplinary action as per Rule 22 of the Kerala Public Service Commission Rules of Procedure shall be initiated against those candidates who submit applications with bogus claims of qualification regarding education, experience etc. and are liable to be disqualified for being considered for a particular post or debarment from applying to the Commission either permanently or for any period or the invalidation of their answer scripts or products in a written/practical test or the initiation of criminal or other proceedings against them or their removal or dismissal from office or the ordering of any other disciplinary action against them if they have already been appointed, or any one or more of the above.

**SAJU GEORGE
SECRETARY
KERALA PUBLIC SERVICE COMMISSION**