

Extraordinary Gazette Date:- 31.01.2019

Last Date:- 06.03.2019

Category Number:- 02/2019

KERALA PUBLIC SERVICE COMMISSION

NOTIFICATION

Applications are invited online only from qualified candidates for selection to the undermentioned post in Kerala Government Service. Applications must be submitted online only through the official website of the Kerala Public Service Commission after "ONE TIME REGISTRATION".

1. Department : Medical Education Service

2. Name of Post : Medical Record Librarian Gr II

3. Scale of pay : Rs.20000-45800

**4. Number of : 4(Four)
vacancies**

The above vacancies are now in existence. The Ranked list of selected candidates 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. Candidates will be advised from the said list against the vacancies that may be reported to the Commission in writing during the period of the currency of the list.

**5. Method of : Direct Recruitment
appointment**

6. Age limit : 21-36. Only candidates born between 02.01.1983 and 01.01.1998 (both dates included) are eligible to apply for this post with usual relaxation to Scheduled Castes, Scheduled Tribe and Other Backward Communities .

[For other conditions regarding the age relaxation please see Part-II, Para 2 of the General Conditions of the Gazette notification]

7. Qualifications:

1 +2 or Equivalent qualification recognized by Government

2 Certificate in Medical Record Technician Course(MRT Course) conducted by Government of India with not less than six months duration

OR

Medical Record Librarian Course conducted by a reputed institution approved by Kerala University of Health Sciences(KUHS)

OR
Diploma in Medical Record Science awarded
by Sree Chitra Thirunal Institute for Medical
Science and Technology, Thiruvananthapuram
OR
Equivalent

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

Note:(b) Candidates who claim equivalent qualifications 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.

Note:(c) 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.

8 Mode 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 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 the post. The photograph uploaded in the profile should be one taken after 31.12.2010. Name of the candidate and the date of taking photograph should be printed at the bottom portion. 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 on their profile. They must quote the User-ID for further communication with the Commission. Application once submitted is received as provisional and the details cannot be deleted or altered after submission. The applications submitted not in accordance with the conditions stipulated in the notification will be summarily rejected in due course of processing. Documents to prove qualification, experience, community, age 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 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.

(C) Candidates who have AADHAAR card should add AADHAAR card as ID Proof in their profile.

9 Last date for receipt of applications :- 06-03-2019 Wednesday upto 12.00 midnight.

10 Address to which applications are to be submitted: - www.keralapsc.gov.in

(For details including Photo, ID card etc., refer the General Conditions given in Part II of the Notification)

Saju George
Secretary
Kerala Public Service Commission