

Gazette Date: 15/02/2013

Last Date: 20/03/2013

Category No: 18/2013

PART-I

Applications must be submitted online through the official website of the Commission after 'ONE TIME REGISTRATION'. Candidates who have already registered can apply through their profile.

1. Name of concern : District Co-operative Bank
2. Name of Post : Public Relations Officer
3. Scale of Pay : ₹ 13075 – 31300/-
4. Number of Vacancies : Kollam-1, Thrissur-1, Kannur-1.

(50% of the vacancies in the post shall be filled up from this category.)

NOTE:-i) The selection in pursuance of this notification will be made on District wise basis. The Ranked Lists prepared and published by the Commission shall remain in force for a minimum period of one year subject to the condition 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 for appointment against the aforesaid vacancies and also against the vacancies, if any reported during the currency of the lists.

ii)The candidates should apply for the post in the District Co-operative Banks mentioned above and should forward the applications to the District Officer concerned of the commission and should note the name of the District against the relevant column in the application.

5. Method of appointment : Direct Recruitment
6. Age Limit: : 18-37 Only candidates born between 02.01.1976 and 01.01.1995(both dates included) are eligible to apply for this post. Other Backward Communities and SC/ST candidates are eligible for usual age relaxation. (For conditions regarding age relaxation please see para (2) of the General conditions)

Note:- For concessions allowed in upper age limit subject to the condition that the maximum age limit shall in no case exceed 50 years please see para (2) of the General Conditions under part II of this notification. Relaxation of age will be allowed to all provisional employees of the twenty nine Co-operative Institutions mentioned in G.O. (P) No. 41/98 dated 09.03.1998 (whether they continue in service or relieved from service) who have been appointed through the Employment Exchange, to the extent of their provisional service, provided they possess a minimum service of one year in the provisional appointment. The maximum period of relaxation allowed to such persons will be five years. Once they get appointment on regular basis, the concessions will not be available to further appointment to any post. The candidates who are entitled to the above concession shall note the details thereof in the respective columns of the applications and submit a certificate (original) obtained from the Head of Office or Head of Department or appointing authority of the co-operative Institutions concerned when the Commission called for. The certificate should contain all the relevant particulars such as the post in which the applicant has/had provisional service, the scale of pay, name of the Co-operative Institution in which he /she has /had worked, the date of commencement of provisional service and the date of termination of the provisional service. It should also be noted in the certificate that the applicant is not holding regular appointment under the co-operative institutions. The original certificate thus produced will not be returned to the candidate.

7. Qualifications:

- 1) (a) A Bachelor's/Master's Degree in Public Relations/Journalism from a recognised University with not less than 50% marks.

OR

- (b) A Master's Degree in English/Malayalam Literature from a Recognised University with not less than 50% marks and post Graduate Diploma in Public Relations/Journalism from a recognized University/Institute.

2) Experience:- Minimum three years experience in this field. The experience Certificate shall be counter signed by the concerned controlling officer noted below.

- A. Co-operative Institutions : Joint Registrar of Co-operative Societies in the respective District.
B. Companies/Corporation : Officer not below the rank of General Manager of the concerned Institution.
C. News Paper Firm : Officer not below the rank of Editor/General Manager

Certificate mentioned in B and C above should be countersigned by the Officer of the concerned Government Department not below the rank of the District level Officer.

- D. Scheduled Banks : Officer not below the rank of Regional Manager of the concerned bank
E. Government : District level Officer of the concerned department
F. Quasi Government Institution / public Limited Companies. : District Officer (concerned) of the Industries/Department / Labour Department.

The genuineness of the Experience Certificate shall be examined and action as per rules will be taken against those who issue bogus certificate and those candidates who produce such certificate.

The certificate to be produced in proof of experience shall contain the following details

- (i) Name of the firm/
Company/Government
Department/ Co-operative
institution (Reg. No. and date of
Registration etc.) :
- (ii) Name and address of the
employee :
- (iii) Designation (Please specify the
post held and nature of
assignment ie. Paid /unpaid.
Apprentice/Regular Worker or
Temporary worker.) :
- (iv) Scale of pay :
- (v) Duration of experience from..... .. To..... ..
- (vi) Signature, Name and
Designation of the issuing
authority :

Place:

Date: (Office seal)

(Counter signature)

(Office seal)

8. Last Date for receipt of applications :20.03.2013 Wednesday up to 12 midnight.

9. Mode of submitting application:-

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. Before applying for a post, 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 .

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

11. Sub paras 5,8,9,10,11,12,13 in para 2 and para 7 of the general conditions are not applicable to this post.

12. If a written test/OMR test is conducted as part of the selection , Hall Ticket of eligible candidates will be made available in the website of Kerala Public Service Commission. Candidates are instructed to download their hall Ticket as per the instructions in the website.

(For details regarding photo, ID card, please see the general conditions given)

P.C.BINOY
SECRETARY
KERALA PUBLIC SERVICE COMMISSION.