

Gazette Date: 29/06/2013

Last Date: 31/07/2013

Category No: 164/2013

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 firm : Various Government Owned Companies/Corporations/ Boards
2. Name of Post : Lower Division Typist
3. Scale of pay : Scale of pay as prescribed for the post by the concerned institutions.
4. No.of vacancies : 53 (Fifty Three)

Note:- (i) As per GO(P)No.08/10/SWD dated 01.02.2010, 3% vacancies are reserved for PH candidates.

(ii) The number of candidates to be included in the short list/probability list of the above post will be decided as per the availability of admitted applications.

(iii) The above vacancies are now in existence. The list of selected candidates published by the Commission in pursuance of this notification shall remain in force for a minimum period of One year and a maximum period of three years provided that the list will not continue to be in force if a new Ranked List after the minimum period of one year is published. Candidates will be advised against the vacancies shown above and for all the vacancies reported during the period of pendency of the Ranked list.

(iv) The Kerala Public Service Commission shall have the power to cancel the advice for appointment of any candidate to the above post, if it is subsequently found that such advice was made under some mistake. On such cancellation the appointing authority shall terminate the service of the candidate, provided that, the cancellation of advice for appointment by the Commission and subsequent termination of service of the candidate by the appointing authority shall be made within the period of probation or 240 days from the date of joining duty whichever is earlier.

5. Method of appointment : Direct Recruitment

6. Age : 18-35. "Only candidates born between 02.01.1978 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.

Note: The provisional hands working in the above concern will be given age relaxation to the extent of their provisional service put in subject to a maximum of Five years from the upper age limit provided they are within the prescribed age limit on the date of their first appointment in the above concern. But the regular employees of the concern are not eligible for the above concession for further appointment. The provisional hands should obtain a certificate showing the period of their provisional service in the concern and shall produce the same as and when required by the commission. It would also be clearly specified in the certificate that they were not working in the regular service of the concern.

[for other conditions regarding the age relaxation please see para 2 (i),(ii),(iii),(iv),(vi), (vii) & (xii) of the General Conditions]

7. Qualifications:
1. Pass in SSLC or its equivalent
 2. Type Writing Malayalam (Lower) KGTE
 3. Type Writing English (Lower) KGTE and Computer Word Processing or its equivalent.

Note:- Those who have passed KGTE Typewriting before January 2002 should produce separate certificate in "Computer Word Processing" or its equivalent.

8. Mode of Submitting Applications:-

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 in 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 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. 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 on 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. The application will be summarily rejected if non compliance with the notification is found in due course of processing. Documents to prove qualification, community, age etc. have to be produced as and when called for .

9. Last date for receipt of applications : 31.07. 2013 Wednesday
upto 12 midnight
10. Address to which applications are to be sent : www.keralapsc.gov.in
11. (a) Sub Paras (v),(viii),(ix),(x),(xi) and (xiii) in para 2 and paras 6, and 7 of the General Conditions are not applicable to this post.
- (b) The selection to the above concern will be subject to the rules and regulations made by them from time to time.
- (for further details see the General Conditions given in Part II)

P.C BINOY
SECRETARY,
KERALA PUBLIC SERVICE COMMISSION