

Gazette Date: 29/06/2013

Last Date: 31/07/2013

Category No: 174/2013

FIRST NCA NOTIFICATION

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 Department : Information and Public Relations
- 2 Name of post : Assistant Information Officer
- 3 Scale of pay : ₹ 14620-25280
- 4 No. of vacancy : LC/AI -1 (One)

The above vacancy is now in existence. The Ranked list published as per this notification will be valid till candidates are advised and appointed against the above vacancy earmarked for LC/AI community but remain unfilled due to the paucity of candidates during the currency of the ranked list published on 09-11-2011 for the post.

- 5 Method of appointment : Direct Recruitment (from candidates of LC/AI Community)

Note: Applications submitted by candidates other than those belonging to LC/AI Community will be summarily rejected. Individual communications regarding the rejection of their application will not be issued.

- 6 Age Limit : Age 19-42. Only candidates born between 02-01-1971 and 01-01-1994 (both dates included) are eligible to apply for the post. [Including relaxation in para 2 (i) of the General Conditions]

[For conditions regarding age relaxation , please see para 2 (except 2(i)) of part II General conditions]

- 7 Qualifications

- 1) B.A., B.Sc., or B.Com. Degree of any recognised University.
- 2) Two years experience in a Government publicity Organisation or publicity department of a private organization or firm or the editorial section of a daily newspaper or news agency.
- 3) Ability to prepare press Bulletin and press publicity handouts.

The aptitude for publicity work and ability to prepare press Bulletin and publicity handouts being assessed on the basis of rank in a common written test to be conducted by the Public Service Commission.

Desirable:- Publication of works in English or Malayalam on Literature, Art, Culture, Economics or Politics and/or experience in editorial work in an English or Malayalam Newspaper.

Experience Certificate:- The candidate should produce experience certificate in the form given below:

CERTIFICATE OF EXPERIENCE

Name of the Institution (Company/ Corporation/Govt. Dept/Co – operative Institutions etc) :

Registration Number with date of Registration : (SSI Registration or any other Registration)

Authority from where registration obtained :

Issued to Sri.....(here enter name and address of the candidate). This is to certify that the above mentioned person has worked/is working in the Institution as.....(here enter the name of post hold or held) as Regular worker/ Temporary worker/Apprentice/Trainee/casual Labourer (Strike off whichever is not applicable)on Rs.....per day/per mensem for a period of.....Years.....months.....days from.....to.....He has gotyears.....monthsdays experience in editorial work in this institution.

Dated Signature, Name and Designation of the issuing Authority With name of institution.

Place :

Date:

(Office seal)

DECLARATION

Certified that Sri.....mentioned in the above Experience Certificate has worked/is working as.....(specify the name of post held and nature of employment) in the above institution during the period mentioned therein as per the entry in.....register (Name of the register to be specified) maintained by the employer as per the provision of theAct (Name of Act/Rules to be specified)

Also certified that I am the authorized officer to inspect the registers kept by the employer as per the provisions of the.....Act/Rules of the State/Central Government.

Place:

Date:

Dated Signature, Name of
Attesting Officer with designation
and Name of office, who is the
notified Enforcement Officer as per the Act / Rules.

(Office Seal)

Note:- 1. Proof reading and similar items of work in a Newspaper office not involving original writing will not be considered as journalistic experience.

2. The veracity of the experience certificate will be subjected to scrutiny and legal action will be initiated against those who issue and candidates who produce bogus certificate. The experience certificate should be got attested by an authorized officer of the State/Central Government.

8 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' before applying for the post. Candidates who have registered shall apply by logging into 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. And they shall keep in mind the User-ID for further communication. Before applying for a post, candidates must ensure correctness of the information in their profile. The candidate can make any correction on their profile. But the corrections which had made before the last date fixed for the receipt of application alone will be available in the application of each post. 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.

9 Last date for receipt of Applications :31.07. 2013 Wednesday up to 12 midnight

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

(For instructions on Photo, ID Card etc please also see part II of the General Conditions)

P.C.BINOY
SECRETARY
KERALA PUBLIC SERVICE COMMISSION