

Gazette Date: 31/07/2013 Last Date: 04/09/2013
Category No: 2062013

NOTIFICATION (BY TRANSFER)

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** : Kerala Vocational Higher Secondary Education
2. **Name of post** : Vocational Teacher in Office Secretaryship
3. **Scale of pay** : ₹ 19,240 - 34,500/-
4. **Number of vacancy** : 1 (one)

The above vacancy is now in existence. The Ranked list 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 noted above and that may be reported for By Transfer recruitment to the commission in writing during the period of currency of the list.

5. **Method of appointment** : By Transfer (From qualified Ministerial Staff in the subordinate Service in Vocational Higher Secondary Education Department only).

Note :- If sufficient number of qualified persons are not available from the ministerial staff such vacancies shall also be filled up by direct recruitment as per G.O.(P) No.80/2004/G.Edn dated 12-03-2004.

6. **Age limit:-** Must have completed 23 (Twenty three)years as on 01.01.2012. (The conditions regarding the age relaxations in para 2 of the General conditions are not applicable).

7. Qualifications : -

(i) M.Com. Degree with not less than 50% marks awarded by any of the Universities in Kerala with Typewriting (English) Higher and Shorthand (English) Higher from the Board of Technical Examinations, Kerala or equivalent. (ii) Preference will be given to persons having additional qualification of Diploma in Computer Application.

- Note :-
- (1) In the appointment of Vocational Teacher preference will be given to persons having additional qualification of Diploma in Computer Application from a recognised institution.
 - (2) All the Educational Qualifications for teaching posts should be one acquired after a regular course of study from a recognised University in Kerala or recognised as equivalent thereto by any of the Universities in Kerala.
 - (3) Candidates who apply for both Direct and By Transfer recruitment should submit separate applications.
 - (4) The rules regarding the reservation of appointment contemplated in the article 14 to 17 of para II of Kerala State and Subordinate Service Rules 1958 are not applicable to appointment By Transfer Method.
 - (5) The applicant should be a regular Ministerial Staff of the Kerala Vocational Higher Secondary Education Subordinate Service. They should obtain a Certificate from the Head of offices showing their service particulars in the form given as Annexure of the notification and produce the same as and when required by the
Commission.
 - (6) Persons appointed through Employment Exchange or Otherwise and working on Temporary / Provisional basis are not eligible to apply for the post in response to this notification.
 - (7) Every person appointed to the post shall be from the date on which he/she joins duty will be on probation for a total period of two years on duty within a continuous period of three years.
 - (8) The Commission shall conduct a common test if necessary for the candidates who apply for Direct and By Transfer recruitment and separate ranked list will be published. A Minimum of 40% marks in the test is fixed as the qualifying marks for By Transfer category.

ANNEXURE

Service Certificate (in original) to be obtained from the Head of Office by the candidate who apply for the post of Vocational Teacher in Vocational Higher Secondary Education Department. Candidates should produce the Certificate as and when required by the Commission.

1. Name of the Applicant :
2. Designation :
3. Scale of pay and present pay :
4. Date of birth :
5. Date of entry in Service :
6. Whether regular employee or not :

Certified that Sri/Smt
is a regular Ministerial Staff in the Vocational Higher Secondary Education Subordinate Service and the above details have been verified by me with the service particulars of the candidate and that they are found correct.

Place :
Date :

Signature of the Head
of Office with
Name and Designation

(Office Seal)

8. Method of submitting Applications :-

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 into their profile using their User-id and pass word. 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 candidates can make any correction in their profile. But the correction which had made before the last date for the receipt of application alone will be available in the application of each post. Applications submitted not in accordance with the conditions of the notification will be summarily rejected. Documents to prove Qualification, experience, age, Community etc. have to be produced as and when called for.

9. Last date for receipt of applications: 04/09/2013 Wednesday upto 12 Midnight.

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

(For details including Photo, ID Card etc. please also see the General Conditions given in part II)

**P.C.BINOY,
SECRETARY,
KERALA PUBLIC SERVICE COMMISSION**