

<b>Gazette Date: 31/07/2013</b> <b>Last Date: 04/09/2013</b>
<b>Category No: 247/2013 to 252/2013</b>

**PART I I- FIRST N.C.A 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. Name of the concern : District Co-operative Bank
2. Name of Post : Clerk / Cashier
3. Scale of Pay : . 9,075 – 21,800/-
4. Number of Vacancies : Community wise

Sl. No.	Category No.	Community	Name of District	Number of Vacancy
1	247/13	Scheduled Castes	Ernakulam	1
2	248/13	Muslim	Thiruvananthapuram	1
3	249/13	Viswakarma	Pathanamthitta	1
			Kasaragod	1
4	250/13	Hindu Nadar	Kottayam	1
			Thrissur	1
5	251/13	SIUC Nadar	Wayanad	1
			Kollam	1
6	252/13	LC/AI	Wayanad	1

**NOTE :-**

- 1) Conventional type application for the above post will be summarily rejected. Candidates shall apply online only to the website of the Kerala Public Service Commission viz. [www.keralapsc.gov.in](http://www.keralapsc.gov.in)
- 2) Applications submitted by candidates belonging to the communities other than those notified will be summarily rejected. No rejection memo will be issued.
- 3) The selection in pursuance of this notification will be made on District wise basis. Candidates belonging to the above communities should apply for this post in the District Co-operative Bank only to which his/her Member Society/Primary Co-operative Society is having affiliation and should note the name of the District against the relevant column in the application.
- 4) In the absence of Candidates belonging to Scheduled Tribe communities, candidates belonging to Scheduled Caste will be considered and vice versa.
- 5) Separate Ranked List will be prepared for each district in pursuance of this notification. Ranked List thus prepared and published by the Commission shall remain in force until candidates are advised and appointed against all the NCA turns

identified as unfilled during the currency of the Ranked List published for the post in the following Districts as detailed below.

2

Name of District	Date of Publication of Ranked List	Category No.
Thiruvananthapuram	31-05-2010	21/06
Pathanamthitta	31-12-2009	21/06
Kottayam	31-12-2009	21/06
Ernakulam	31-12-2009	21/06
Kozhikode	27-01-2010	21/06
Kannur	12-01-2010	21/06
Kasaragod	12-03-2010	21/06
Thrissur	03-02-2010	21/06
Wayanad	31-12-2009	21/06
Kollam	28-01-2010	21/06

**5. Method of appointment:** Direct Recruitment from eligible employees of Member Societies/Primary Co-operative Societies affiliated to the concerned District Co-operative Bank.

**6. Age limit** : 18-50. Only candidates born between 02.01.1963 and 01.01.1995 (both dates included) are eligible to apply for the post.

**7. Qualifications:-**

a) B.A/B.Sc/B.Com with HDC or JDC

OR

B.Com with Co-operation

OR

B.SC (Co-operation and Banking) of the Kerala Agricultural University

b) Must be a regular employee who has completed not less than 3 years regular service in any cadre and continuing in service in a Member Society/Primary Co-operative Society affiliated to the respective District Co-operative Bank. The employee should be in service of society not only on the date of application but also on the date of appointment.

**NOTE :-** The eligible employees of affiliated Member Societies/Primary Co-operative Societies who apply for the above post should obtain the Service Certificate from the Assistant Registrar (General) or officer of the same rank in the Government Department in the case of Industrial Societies showing the details of service of the applicant which render them eligible to apply for the post and shall be produced when required by the Commission. The Service Certificate should contain the following details.

**SERVICE CERTIFICATE**

1. Name of candidate :
2. Name of post/posts held by the applicant with scale of pay of the post and the post now held and pay, now drawn by the applicant and the period of regular service in each post. :
3. Name of the affiliated Member Society/Primary Co-operative Society in which the applicant is employed and the date of affiliation with the DCB :
4. Date of commencement of regular service in the society and the post in which the applicant is now working :

Certified that the above details in respect of Sri/Smt ..... who is a regular employee in the affiliated Member Society/Primary Co-operative Society have been verified by me with the service particulars of the candidate and that they are found correct.

Signature and Name of the  
Assistant Registrar (General)  
Taluk, Co-operative Department

Place :  
Date :

(Office Seal)

**NOTE :-** The Registration No. and date of the Registration of the Institution from which the service certificate is produced shall be clearly entered in the service certificate. The service certificate shall be issued by the Assistant Registrar (General) in the concerned Co-operative Department or Officer of the same rank in the Government Department in the case of Industrial Societies The genuineness of the Service Certificate shall be examined and action will be taken against those who issue bogus certificates and the candidates who produce bogus certificate. An employee in a Member/Primary Co-operative Society applying for the post in the concerned District Co-operative Bank to which his/her Society is an affiliated member shall obtain a receipt from the appointing authority on the following form at the time of applying for the post and shall produce the same to the Commission as and when called for.

**FORM OF RECEIPT**

(To be obtained from the appointing authority)

Certified that a copy of application dated ..... for the post of ..... on Rs ..... in the ..... (here enter name of the Co-operative Institution) notified in the gazette dated ..... has been received by me from ..... (here enter name of the applicant and the post held by him/her) and that objection, if any to the entertainment of the application will be communicated to the District Office of the Kerala Public Service Commission within one month from the last date fixed for the receipt of applications.

Place :

Date :

Signature  
Name and Designation  
of the Appointing Authority

(Office Seal)

**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' 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.

**9.** Documents to prove qualification, age, community and experience have to be produced as and when called for.

**10.** Last date for receipt of application : 04/09//2013 Wednesday upto 12 Midnight.

**11.** Address to which applications are to be sent : [www.keralapsc.gov.in](http://www.keralapsc.gov.in)

12. Sub Para 8,9,10,11,12 and 13 in Para 2 of the General Conditions are not applicable to this post.

13. 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 the Kerala Public Service Commission. Candidates are instructed to download their hall ticket as per the instructions in the website.

(For details including photo, ID card please see the General Conditions given below as Part II of this Notification).

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