

Gazette Date: 30/11/2013 Last Date: 01/01/2014
Category No: 470/2013

PART II (BY TRANSFER RECRUITMENT)

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** : Various
- 2. Name of post** : Lower Division Clerk (Tamil and Malayalam knowing)

Note:- (i) The above post is Re-designated as Clerk as (Tamil and Malayalam knowing) per G.O (Ms.) No. 120/2013/ (138)/Fin. dated 04.03.2013.

(ii) This will include the integrated post of Lower Division Clerk/ Village Assistant (Tamil and Malayalam knowing) in the Revenue Department.

- 3. Scale of pay** : Rs. 9940-16580/-
- 4. Number of Vacancies:** 10% (Ten percent) of vacancies arising in the cadre of Lower Division Clerk (Tamil and Malayalam knowing) in the various Departments (including Lower Division Clerk/Village Assistants (Tamil and Malayalam knowing) in Revenue Department) in Idukki district are reserved for persons holding Posts having scale of pay below Rs.9940-16580/- in the kerala State Subordinate Services as per G.O.(P) 12/2010 /P&ARD dated 05.04.2010.
- 5. Method of Appointment** : Recruitment by Transfer

(For Idukki district only)

Note :- (a) Candidates holding low paid posts in the Kerala State Subordinate Services (including part time contingent Service) in the Scale of pay lower than Rs.9940-16580/- can apply for the above post. The applicant should be approved probationer/full member of the Subordinate Services. The applicants should obtain a certificate from the Head of Office showing their service particulars in the form given below and produce the same as and when required by the Commission. Persons appointed through Employment Exchange or otherwise and working on a temporary/provisional basis are not eligible to apply for the post in response to this notification.

**Format of Service Certificate to be produced by candidates for
Recruitment by transfer**

1. Name of the Candidate :
2. Name of post held by the applicant:
with scale of pay and the pay now
drawn by the applicant
3. Name of the Department :
4. Name of the Subordinate service to:
which the applicant belongs
5. Date of commencement of probation:
and date of completion of probation in
the above subordinate service. State
whether an approved probationer or
full member of the service

Certified that the above details in respect of Shri/Smt who is an approved probationer/full member of the Subordinate services, have been verified by me with the service particulars of the candidate and that they are found correct. He is eligible to apply for the post of Lower Division Clerk (Tamil and Malayalam knowing) in Various Departments as per Rule 2(13) of the KS & SSR 1958.

Place
Date

Signature of Head of the Office
with the name and the designation

(Office Seal)

(b) Low paid employees in the State Subordinate Service who apply under this category are exempted from the minimum General Educational qualification of pass in SSLC and also from the maximum age limit prescribed for the post. But they should have working knowledge in both Tamil and Malayalam languages. The candidates in this category are not entitled to the benefit of physically disabled candidates.

(c) The Commission will conduct a competitive test for By Transfer candidates. Candidates who secure not less than 40 % marks in the test for By Transfer category are eligible to be included in the Ranked list for recruitment By Transfer.

(d) 10% of vacancies which are reported to the District Office of the Public Service

Commission will be filled up by candidates selected from Low paid Employees in the Subordinate Services. The rules regarding the reservation of appointment contemplated in the Rules 14 to 17 of part II of the Kerala State and Subordinate Service Rules, 1958 are not applicable to appointment By Transfer. If sufficient number of candidates are not available to fill up the 10% reservation quota mentioned above, such vacancies will be filled up by candidates included in the ranked list prepared for Direct recruitment. In case candidates included in the Ranked List prepared for recruitment By Transfer could not secure appointment before the expiry of the Ranked List, the names of such candidates will be included at the top of the new ranked list of the low paid employees drawn up by the Commission subsequently in the same order and they will be advised for appointment accordingly vide G.O.(P) No. 39/89/P & ARD dated 08.12.1989.

(e) Candidates advised as Lower Division Clerk/Village Assistant (Tamil and Malayalam knowing) in the Revenue Department from the Ranked List to be prepared in pursuance of this notification will be sent by the Department for Survey Training if they have not already passed Chain Survey Test.

(f) Candidates willing to be posted as L.D. Clerk (Tamil and Malayalam knowing) in Kerala State Archives Department must submit willingness at the time of verification of documents. When the Ranked List for the post is published, the fact whether the candidates are willing to be appointed in the State Archives Department will be noted against their names. Such candidates are eligible for appointment in other departments also, as and when their turn for recruitment arises. If a person is once advised for appointment in the State Archives Department, he will not be further considered for appointment in any other Department on the basis of that select list. Persons appointed as Lower Division Clerk in State Archives Department have to undergo during the period of probation, an Inservice Training in "Old Scripts" as may be prescribed by the Government.

(g) The selection in pursuance of this notification will be made on district wise basis, subject to the special conditions laid down in G.O. (Ms) No.154/71/PD dated 27.05.1971. A candidate advised for appointment in one district from the Ranked List prepared for that District is not eligible for transfer to another District for a period of 5 years from the date of commencement of regular service in the former district. Even if transfer is allowed after 5 years, it will be subject to the conditions prescribed in G.O.(P)No.36/91/P&ARD dated 02.12.1991 in the case of Inter-district transfers within the same department and G.O.(P)No.05/2013/P&ARD dated 06.02.2013 in the case of Inter-departmental transfers. But as per G.O(P) 12/96/P & ARD dated 16.03.1996, the condition of 5 years service is not applicable for the transfer to the Districts of Idukki, Wayanad and Kasaragod. This concession will be available only for getting transfer into these districts, but not for getting transfer out of these districts and this concession will be granted only once in the career of a Government Servant. Candidates already in Government

Service holding the post in any one district are prohibited from applying in response to this notification.

6. Last date for receipt of applications :01/01/2014 Wednesday up to12.00 Midnight

7. 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, community, age etc. have to be produced as and when called for .

8.Address to which applications are to be submitted: www.keralapsc.gov.in.

[For details, including Photo, ID Card etc. please see the General Conditions given in Part II of this notification]

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