

Gazette Date: 30/11/2013 Last Date: 01/01/2014
Category No: 497/2013

SECOND 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** : Various
2 **Name of post** : Confidential Assistant Gr.II
3 **Scale of pay** : Rs 10480-18300/-
4 **Number of vacancies** : District wise

LC	Kasaragod	1
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Note:-

(i) Applications submitted by candidates other than those belonging to the above mentioned category will summarily be rejected. No rejection memo will be issued.

(ii) Ranked List published in pursuance of this notification shall remain in force until candidates are advised and appointed against the NCA turns identified as unfilled during the currency of the Ranked Lists published for the post in Kasaragod district. Candidates will be advised from the Ranked List for appointment against head quarters vacancies also. Such candidates will be eligible for transfer as per the terms and conditions in G.O.(MS) No. 442/80/GAD dated 26.09.1980.

Name of District	Date of Publication of Ranked list	Category Number
Kasaragod	03/02/09	223/05

(iii) The selection in pursuance of this notification will be made on Revenue District basis, subject to the special conditions laid down in GO(MS) No. 154/71/PD dated, 27.5.1971. A candidate advised for appointment in one Revenue district from the ranked list prepared is not eligible for transfer to another district unless he/she completes 5years continuous service from the date of commencement of service in the former District. Even if transfer is allowed after 5 years, it will be subject to the rules in GO (MS) No.4/61/PD dated, 02.01.1961. Candidates already in Government Service holding the same post in any district are prohibited from applying in response to this notification.

5. Method of appointment : Direct Recruitment from candidates belonging to the above mentioned community.
6. Age limit : 18-39 Born between 02-01-1974 and 01-01-1995 (Both dates included).
(For other conditions regarding age relaxation, please see para 2 of the general conditions except para 2 (i)).
7. Qualifications:
- 1 Pass in SSLC or its equivalent.
 - 2 Lower Grade Certificate in English Typewriting (KGTE) and Computer Word Processing or its equivalent (G.O.(P) No. 17/2005/P&ARD dated 09.05.2005).
 - 3 Lower Grade Certificate in Malayalam Typewriting (KGTE) or its equivalent.
 - 4 Lower Grade Certificate in Short Hand English (KGTE) or its equivalent.
 - 5 Lower Grade Certificate in Short Hand Malayalam (KGTE) or its equivalent.

Note :-

Those who have passed KGTE Typewriting English (Lower) before January 2002 should produce separate certificate in Computer Word Processing or its equivalent. Certificate in Computer Word Processing issued by Central/State Government Departments, Agencies, Societies, Universities after successfully completing course of study of not less than three months duration are considered as equivalent. Certificates issued from Typewriting Institutions and IMC Certificates will not be accepted.

8. **Method of submitting applications:-**

Candidates must register as per “ONE TIME REGISTRATION” with the official website of Kerala Public Service Commission viz. 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 shall click on the 'Apply Now' button of the respective posts in the Notification Link to 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 the correctness of the information on their profile. They must quote the User – ID for further communication with the Commission. Applications 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, experience, community, age etc. have to be produced as and when called for.

9. Last date of receipt of applications : 01/01/2014 Wednesday upto 12 Midnight.
10. Address to which applications are to be submitted:- www.keralapsc.gov.in
11. 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, please see the General Conditions given below as Part II of the notification).

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