

Gazette Date: 12/09/2013

Last Date: 17/10/2013

Category No: 302//2013

Part II

Applications with photo uploaded are invited through online only from qualified regular employees of the member societies/primary societies affiliated to District Co-operative Bank, Ernakulam for appointment in the under mentioned post.

- 1 Name of the concern : District Co-operative Bank
- 2 Name of Post : Telephone Operator
- 3 Scale of Pay : .9075-21800/-
- 4 Number of Vacancies : Ernakulam – Anticipated

(50% of the vacancies in the post shall be filled up from this category)

NOTE :-

(i) The Ranked List thus prepared and published by the Commission shall remain in force for a minimum period of one year, subject to the condition that the said list will continue to be in force till the publication of 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 for appointment against 50% vacancies that may be reported to the Commission in writing during the period of currency of the list.

(ii) The selection in pursuance of this notification will be made on District wise basis and separate ranked lists will be prepared for Ernakulam District Co-operative Bank. Candidates should apply for the post in that District Co-operative Bank only to which his/her member society/Primary co-operative society is having affiliation and should note the name of that District against the relevant column in the application.

(iii) 3% vacancies for the post shall be reserved for eligible Physically handicapped candidates in accordance with G.O (P) No 1/13/SJD dt 3/1/13 (Blind, Partially Blind, Locomotor disability, Cerebral palsy).

5. Method of appointment : Direct Recruitment from the 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:-**
- 1) Pass in SSLC.
 - 2) Not less than 6 months Experience in Operating Telex system.
 - 3) Must be a regular employee who have a minimum regular service of 3 (three) years (and continuing in service) in any cadre in the Member Society/Primary Co-operative Society affiliated to the concerned District Co-operative bank.

Note:- (i) Separate Ranked list will be prepared for General Open market candidates and employees of Member/Primary Co-operative Societies. Candidates will be advised alternatively from the Ranked List of General Open Market candidates and the ranked list of employees of Member/Primary Societies respectively with the first position going to the General Open Market candidates. As in the case of all advices of the Kerala Public Service Commission for recruitment against the vacancies of Government Departments, Public Sector under takings etc. the rotation will be a continuous one. If there is shortage of candidates in the ranked list of employees of Primary Co-operative Societies, the vacancies will be filled up from the ranked list of General Open market candidates. Such passed over vacancies will not be compensated later. The rules of reservation as laid down in the General Rules 14-17 of the KS&SSR will be followed for appointment from both the lists.

- (ii) The eligible employees of affiliated Member Societies/Primary Co-operative Societies who apply for the above post should note at the top of the applications as "Appointment from among employees of affiliated Member Societies/Primary Co-operative Societies". They shall obtain the Service Certificate from the Assistant Registrar (General) showing the details of service of the applicant which render them eligible to apply for the post and shall be produced as and 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 form 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) 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.

Signature
Name and Designation
of the Appointing Authority

Place :
Date :

(Office Seal)

8. Mode of submitting application:- Before applying for the post, candidates should register as per "ONE TIME REGISTRATION" Scheme through the Official Website of Kerala Public Service Commission – www.keralapsc.gov.in. Those who have already registered can apply by logging in to their profile using his/her User-ID and pass word. No application fee is required. Candidates can view, rectify defects and print the details in the Registration card by clicking the link Registration Card after entering the home page. Candidates are responsible to ensure correctness of the personal information and secrecy of the password and they shall keep in mind the user ID for further communication with the commission. Applications which are submitted not in accordance with the instructions given in the website will be summarily rejected. Documents to prove qualification, age, community etc. have to be produced as and when called for.

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 : 17/10/2013 Thursday upto 12 Midnight.

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

12. Para 2 and 7 of the General Conditions are not applicable to this post.

(For details, please see the General Conditions)

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