

Gazette Date : 13.04.2022

Last Date : 18.05.2022

**CATEGORY NO: 054/2022**

Applications are invited online only through One Time Registration from qualified candidates for appointment in the undermentioned post.

- 1 Name of Firm : Kerala Khadi and Village Industries Board
- 2 Name of Post : Lower Division Clerk / Accountant,  
Cashier / Clerk-cum-Accountant / II Grade  
Assistant
- 3 Scale of Pay : ₹ 19,000-43,600/-
- 4 Number of vacancies : Anticipatory

- Note:-
- (i) The list of selected candidates published by the Commission in pursuance to this Notification shall remain in force for a minimum period of one year and a maximum period of three years provided that the list will not continue to be in force if a new Ranked List is published after the minimum period of expiry of one year or till the expiry of three years whichever is earlier. Candidates will be advised from the said list against vacancies that may be reported to the commission during the period of currency of the list.
  - (ii) The Kerala Public Service Commission shall have the power to cancel the advice for appointment of any candidate to the above post, if it is subsequently found that such advice was made under some mistake. On such cancellation the appointing authority shall terminate the service of candidate, provided that, the cancellation of advice for appointment by the Commission and subsequent termination of service of the candidate by the appointing authority shall be made within the period of one year from the date of such service.
  - (iii) 3% of the total vacancies reported shall be reserved for eligible DA candidates (Limited to the category of Locomotor Disability / Cerebral Palsy, Low Vision, Hearing Impairment Vide G.O(P).No.1/2013/SJD Dated 03.01.2013.

- 5 Method of Appointment : Direct Recruitment
- 6 Age : 18-36 Only candidates born between 02.01.1986 and 01.01.2004 (both dates included) are eligible to apply for this post. Other Backward Communities and SC/ST

candidates are eligible for usual age relaxation.

**Note:-**

1) The provisional hands working in the above concern will be given age relaxation to the extent of their provisional service put in subject to a maximum of Five years from the upper age limit provided they were within the prescribed age limit on the date of their first appointment in the above concern. But the regular employees of the concern are not eligible for the above concession for further appointment. The provisional hands should obtain a certificate showing the period of their provisional service in the concern and shall produce the same as and when required by the Commission. It would also be clearly specified in the certificate that they were not working in the regular service of the concern.

2) Typists in the Board possessing SSLC qualification are eligible to consider for the post of LD Clerk / Accountant, Cashier / Clerk-cum-Accountant / II Grade Assistant (direct recruitment) if they possess not less than 4 years of regular service on the date of application. The maximum age limit for such persons will be 40 years with usual relaxation of 3 years in the case of OBC and 5 years in the case of Scheduled Caste / Scheduled Tribe candidates.

(for other conditions regarding the age relaxations please see para 2(i), (ii), (iii), (iv), (vi), (vii) and (xii) of General conditions)

**7. Qualification:** SSLC or any other equivalent qualification.

Note: (1) Rule 10(a)ii of Part II of KS&SSR is applicable.

(2) Candidates who claim equivalent qualification instead of qualification mentioned in the notification shall produce the relevant Government Order to prove the equivalency at the time of verification, then only such qualification shall be treated as equivalent to the prescribed qualification concerned.

(3) In the case of difference in original caste / community claimed in the application and that entered in the SSLC book, the candidates shall produce a Gazette Notification in this regard, along with Non Creamy Layer Certificate / Community Certificate at the time of certificate verification.

(4) Appropriate disciplinary action as per KPSC Rules of Procedure 1976 Rule 22, shall be initiated against those candidates who submit applications with bogus claims of qualification and submit confirmation for writing the examination, irrespective of whether they are present or absent for the examination.

## 8 Mode of Submitting Application

- (a) Candidates must register as per ONE TIME REGISTRATION with the official Website of Kerala Public Service Commission **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 must click on the '**Apply Now**' button of the respective posts in the Notification Link to apply for a post. The Photograph uploaded should be taken after 31.12.2012. Candidates who are newly creating their profile should upload a photograph taken within 6 months. Name of the candidate and the date of photograph taken should be printed legibly at the bottom portion. The photograph once uploaded meeting all requirements shall be valid for 10 years from the date of uploading. There is no change in other instructions regarding the uploading of photographs. No application fee is required. 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 correctness of the information in their profile. They must quote the User-ID for further communication with the Commission. Application submitted is provisional and cannot be deleted or altered after submission. **Candidates are advised to keep a printout or soft copy of the online application for future reference. Candidates can take the printout of the application by clicking on the link 'My applications' in their profile. All correspondences with the Commission, regarding the application should be accompanied with the print out of the application.** The application will be summarily rejected if non-compliance with the notification is found in due course of processing. Original documents to prove qualification, experience, age, Community etc. have to be produced as and when called for.
- (b) Candidates who have Aadhaar Card should add Aadhaar Card as ID proof in their profiles.
- 9 If Written/OMR/Online Test is conducted as part of this selection candidates shall submit a confirmation for writing the examination through their One Time Registration profiles. Such candidates alone can generate and download the Admission Tickets in the last 15 days till the date of Test. The application of candidates who do not submit confirmation within the stipulated period, will be rejected absolutely. The periods regarding the submission of confirmation and the availability of admission tickets will be published in the examination calendar itself. Information in this regard will given to the candidates in their respective profiles and in the mobile phone number registered in it.

10 Last date of receipt of applications: **18.05.2022** Wednesday upto

12 midnight

- 11 Address of which applications are to be sent: [www.keralapsc.gov.in](http://www.keralapsc.gov.in)
- 12 (a) Sub Paras v, viii, ix,x, xi, xiii and xiv in para 2 , 6 and 7 of the general conditions are not applicable to this post.
- (b) The selection to the above concern will be subject to the rules and regulations made by the firm from time to time.
- (for details including Photo, ID Card etc. refer the General Conditions given in Part II of the Gazette Notification)

SAJU GEORGE  
SECRETARY  
KERALA PUBLIC SERVICE COMMISSION