

Gazette Date: 11/06/2015 Last Date: 15/07/2015
Category No: 177/2015

Applications are invited from qualified Scheduled Caste/Scheduled Tribe candidates of Kerala State for selection to the following post. 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. The photo uploaded through One Time Registration should be taken after 31.12.2010 and also bear the name of candidate and the date of photo taken should be recorded in the bottom of the photograph. The uploaded photo will be having a validity of ten years from the date of photograph taken.

- 1 Name of Department** : Finance
2 Name of post : Typist Grade II
(Special Recruitment from among SC/ST)
(Re-designated as Computer Assistant Grade II as per G.O.
(MS) No. 33/2014/GAD dated 10.02.2014)
3 Scale of pay : ₹10,480 – 18,300/-
4 No. of Vacancy : 01 (One)

Note: The above vacancy is now in existence. The Ranked list of selected candidates published by the Commission shall remain in force for a minimum period of one year and a maximum period of three years provided that the said list will not continue to be in force if a new list after the expiry of the minimum period of one year is published. Recruitment will be made for the above vacancy and also for the vacancies reported for Special Recruitment from Scheduled Caste/Scheduled Tribe during the pendency of the list. Candidates against vacancies exclusively reported for Scheduled Tribes will also be advised from this list and only in the absence of Scheduled Tribe candidates in this list that fresh notification for Scheduled Tribes for vacancies reserved exclusively for them will be issued.

- 5 Method of Appointment** : Direct Recruitment (Special Recruitment from among Scheduled Castes/Scheduled Tribes only).

Note: Applications received from candidates other than Scheduled Caste/Scheduled Tribe candidates will be rejected. Individual communications regarding the rejection of their applications for the above reason will not be issued.

- 6 Age** : 18 - 41.
Only Candidates born between 02.01.1974 and 01.01.1997 (both dates included) are eligible to apply for this post. No other age relaxation will be allowed.

Note: In the absence of qualified candidates within the age limit the upper age limit shall be relaxed up to 50 years. But in no case the maximum age limit shall exceed 50 (Fifty) years.

7 Qualifications:

- (i) Pass in SSLC or equivalent qualification.

- (ii) Higher Grade Certificate in Typewriting English (KGTE) and Computer Word Processing or its equivalent.

Note: Those who have passed the KGTE Typewriting before January 2002 should produce separate certificate in “Computer Word Processing or its equivalent”.

- (iii) Lower Grade Certificate in Typewriting Malayalam KGTE or its equivalent.

Note: (i) Typewriting certificate issued by the Government alone will be accepted as proof of Typewriting qualification. Certificate issued from Typewriting Institute will not be considered.

(ii) Candidates belonging to Linguistic Minorities whose first language for SSLC is a language other than Malayalam will be given exemption from possession of Malayalam Typewriting (Lower) qualification. But if they are appointed they must acquire the qualification in Malayalam Typewriting within a period of four years failing which they will be discharged from service (G.O.(P) No. 139/77/GAD dated 11.05.1977).

(iii) Ex-servicemen will be exempted from Malayalam Typewriting (Lower) qualification for recruitment to this post subject to the conditions that persons shall acquire that qualification before completion of probation.

(iv) Service as Clerk/Writer in the defence forces for 15 years will be deemed as sufficient qualification to apply for this post subject to the condition that persons so appointed will acquire the required Malayalam Typewriting qualification before completion of probation.

(v) Part II Rule 10(a)ii of KS&SSR regarding qualification is applicable for this selection.

8 Mode of Submitting application:

Candidates shall 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 registered can apply by logging on 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 applying for a post. No application fee is required. Candidates can view and have a printout 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 each application, the candidates must ensure correctness of the information on their profile. They must quote the User-ID for further communication with the Commission. Application once submitted is treated as provisional and cannot be deleted or altered after submission. The application will be summarily rejected if noncompliance 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 for receipt of applications : 15.07.2015 Wednesday upto 12 Midnight.

10 Website Address : www.keralapsc.gov.in

11 Paragraphs two, three and twenty five (except the conditions laid down in the Rule 3

(C) of Part II of the Kerala State and Subordinate Service Rules) are not applicable to this selection.

- 12** Appointment are made on the basis of the rank secured in the ranked list of candidates prepared in pursuance of this notification subject to the conditions laid down in G.O.(MS) No.142/72/PD dated 13.04.1972, G.O.(MS) No. 309/73/PD dated 29.11.1973, G.O.(P) No. 21/76/PD dated, 17.01.1976 and G.O.(P) No.25/94/GAD dated, 22.01.1994 allowing special reservations to Scheduled Castes and Scheduled Tribes in accordance with the procedures made for this purpose from time to time and subject to the rules under sections 3(c), 17(a), 17(b) of Part II of Kerala State and Subordinate Service Rules, 1958.
- 13** If a written Test/OMR Test is conducted as part of the selection, Admission Ticket of eligible candidates will be made available in the website of Kerala Public Service Commission. Candidates are instructed to download their Admission Ticket as per the instructions in the Website.

(For details including photo and ID card etc. refer to the General Conditions at the end of the notification).

SECRETARY
KERALA PUBLIC SERVICE COMMISSION