

**Gazette Date: 29/09/2016**

**Last Date: 02/11/2016**

**Category No: 283/2016**

Applications are invited online only from qualified candidates holding low paid posts in Ministerial Wing of Kerala State Electricity Board 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 date of photo taken 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 the firm : Kerala State Electricity Board**
- 2. Name of Post : Lower Division Typist (Junior Fair Copy Assistant) ( By Transfer )**
- 3. Scale of pay : ₹ 10800 -21040**
- 4. Number of vacancies : 2 (Two)**

Note :- (i) A Separate Ranked list for in - service personnel shall be prepared on Merit basis and candidates advised strictly on the basis of merit without following the rules of reservation along with the advice of open candidates observing the ratio between 19:1

(ii) Candidates who secure not less than 40% marks in the test for by transfer recruitment alone will be eligible to be included in the Ranked list for recruitment by transfer. In the case of candidates included in the Ranked list prepared for recruitment by transfer who could not secure appointment before the expiry of the Ranked list, the names of such candidates will be included in the new Ranked list meant for by transfer appointment drawn up by the commission. Subsequently in the same order and they will be advised for appointment accordingly.

(iii) The Kerala Public Service Commission shall have the power to cancel the advice for appointment of any candidates to the above post, if it is subsequently found that such advise 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 probation or 240 days from the date of joining duty whichever is earlier.

- 5. Method of appointment** : By Transfer (5% quota by transfer appointment from persons holding low paid posts in the ministerial wing of the board, the selection of which are under the purview of the Commission shall alone be eligible to apply for by transfer appointment.)

Note:-Candidates holding low paid posts in the ministerial wing of the board in the scale of pay lower than Rs.10800 -21040 (PR) can apply for the above post. The applicant should be an approved probationer/full member of the KSEB. The applicant should produce a service Certificate from the Head of Office

- 6. Age** : 18-50 " Only candidates born between 02.01.1966 and 01.01.1998.(both dates included) are eligible to apply for this post". (Other conditions regarding age relaxation are not applicable for this selection.)

**7. Qualifications** :

1. Pass in SSLC or its equivalent
2. Pass in Typewriting (English) Higher (KGTE, MGTE) or its equivalent
3. Pass in Typewriting (Malayalam) Lower (KGTE) 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.**

**8. Mode of submitting Applications**:

Candidates shall register as per 'ONE TIME REGISTRATION ' on the Official Website of Kerala Public Service Commission 'www.keralapsc.gov.in' for applying for the post. Candidates who have already 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 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, experience, community, age etc. have to be produced as and when called for.

Last date of receipt of Applications: **02.11.2016 Wednesday up to 12.00 Midnight**

9. Address to which applications are to be sent : [www.keralapsc.gov.in](http://www.keralapsc.gov.in)

11. The Selection to the above concern will be subject to the rules and regulations made by them from time to time.

SECRETARY  
KERALA PUBLIC SERVICE COMMISSION