

Gazette Date: 29/09/2016

Last Date: 02/11/2016

Category No: 289/2016

Applications are invited online only by `One Time Registration' system exclusively from qualified candidates for selection to the under mentioned post. Applications must be submitted online through the official website of the Kerala Public Service Commission after One Time Registration. Candidates who have already registered shall apply through their profile.

1. Department : **Health Services**
2. Name of post : **House Keeper (Female)**
3. Scale of pay : **₹ 17,000-39,500/-**
4. Number of Vacancies : District wise
: **1. Kasaragod – 01 (One)**
: **2. Alappuzha – 02 (Two)**

Notes (i) Conventional type applications for the post will be summarily rejected. Candidates shall apply only through the online facility available at the Kerala Public Service Commission website viz www.keralapsc.gov.in.

(ii) A Ranked List will be prepared for Kasaragod & Alappuzha Districts in pursuance of this notification. 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 a 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 the aforesaid vacancies and also against the vacancies, if any, reported during the currency of the list. In case no candidate is advised from the ranked list till the expiry of the period of three years, the duration of the ranked list shall be extended for a further period of one year or till at least one candidate is advised from the list whichever is earlier.

(iii) Candidates should submit the application for this post to Kasaragod & Alappuzha Districts where the vacancy is existing and should note the name of the District concerned against the relevant column of the online application. Applications should not be submitted to more than one district in response to this notification. If applications are submitted contrary to the above direction, and if he/she is selected, his/her name will be removed from the Ranked List and disciplinary action will be taken against him/her.

(iv) The selection in pursuance of the notification will be made on a revenue district basis, subject to the special conditions laid down in G.O. (Ms)No.154/71/PD dated, 27.05.1971. 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 five years continuous service from the date of commencement of service in the former district. Even if transfer is allowed after five years, it will be subject to the rules in G.O.(MS)No.4/61/PD, dated

02.1.1961. Candidates already in Government service holding this post in any one district are prohibited from applying again for this post, but they can apply to higher posts when notified.

- 5. Method of appointment : Direct Recruitment
- 6. Age : 35-46. Only Candidates born between 2.1.1970 and 1.1.1981 (both dates included) are eligible to apply for this post. Other backward Communities and SC/ST candidates are eligible for usual age relaxation.

Note :- For concessions allowed in upper age limit, subject to the condition that the maximum age limit shall in no case exceed 50 years, please see para (2) of the General Conditions under Part II of this Notification.

7. Qualifications :-

Pass in SSLC

Desirable:-

- (i) Experience as Female House Keeper or Female Assistant Housekeeper in a Hostel or other institution
- (ii) Knowledge of accounts
- (iii) ITI National Trade Certificate in Hospital House Keeping.

- Note:-
- 1. The applicant should be prepared to stay in the Hostel or institution to which she is posted.
 - 2. 3 % vacancies of the above post are reserved for the differently abled candidates belonging to Locomotor Disability / Cerebral Palsy, Hearing impairment, Low vision categories vide G O (P) No. 1/13/SJD dtd. 03.01.2013.
 - 3. KS & SSR part II Rule 10 a (ii) is applicable for selection to this post.
 - 4. The certificate to be produced in proof of experience shall be in the form given below.

CERTIFICATE OF EXPERIENCE

Name of the Firm(Company/Corporation/ :
Government Department/Co Operative
Institutions etc)

Register Number (SSI Registration or any other :
Registration Number and date of Registration)

Authority Issued Registration

Issued to(here enter Name and Address)

.....
.....
.....

This is to certify that the above mentioned person has worked/has been working in this institution as (here enter the name of the post held and or the nature of assignment held in the capacity) on Rs.....per day/per mensem for a period of.....yearsmonths.....days fromto.....

Signature with the date,
Name and Designation of the Issuing Authority with
Name of the Institution

Place :
Date :

(Office Seal)

CERTIFICATE

Certified that Sri/Smt..... mentioned in the above experience Certificate has actually worked/is working as..... (specify the nature of employment) in the above Institution during the period mentioned there in as per the entry in the above Register maintained by the employer as per the provision of.....act

(Name of Act/Rules to be specified)

I am the authorized person to inspect the Register kept by the employer as per the provision of the Act/Rules of the.....State/Central Act.

Signature with date,
Name of Attesting Officer with
Designation and Name of Office
who is the notified Enforcement Officer
as per Act/Rules

Place:
Date:

(Office Seal)

Note:-

- 1) Please specify the post held or nature of assignment, casual Labourer, Paid/ Unpaid Apprentice/Regular worker or Temporary workers.
- 2) All Experience certificates shall be duly certified by the Controlling Officer/Head of Office concerned of the Government. The genuineness of the certificate shall be subjected to verification and legal action will be taken against those who issue and produce bogus certificate.

8. Last date of receipt of applications : 02.11.2016 Wednesday upto 12 Midnight.

9. Mode of submitting applications:-

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 one taken after 31/12/2010. Name of the candidate and the date of taking photograph should be printed 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 shall take a printout of the application by clicking the link Registration Card in their profile. 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 their User-ID for further communication with the Commission. Application submitted is 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.

10. If a Written Test/OMR/Online Test is conducted as part of this selection, Admission Ticket for eligible candidates will be made available in their Profile for One Time Registration and the date of downloading will be included in the Examination Calendar. Candidates can download Admission Tickets for 15 days from this date. Candidates who have downloaded the Admission Ticket will alone be permitted to attend the examination.

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

(For details please see the General Conditions given below as Part II of this Notification).

SECRETARY
KERALA PUBLIC SERVICE COMMISSION.