

Gazette Date: 30/12/2016

Last Date: 01/02/2017

Category No: 451/2016

Applications are invited online only from qualified candidates for appointment in the under mentioned post. Before applying for the post, candidates should register as per the One Time Registration through the official website of Kerala Public Service Commission. 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 should in the bottom of the photograph. The uploaded photo will be having a validity of ten years from the date of photograph taken. **Candidates who have AADHAR CARD should add AADHAR Card as I.D. Proof in their Profile.**

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| 1 | Name of firm | : Various Govt. owned
Company/Corporation/Board/Societies/
Local Authorities |
| 2 | Name of Post | : Typist Grade II |
| 3 | Scale of Pay | : Scale of Pay as prescribed for the post by
the Concerned Institution. |
| 4 | Number of
vacancy | : 02 (Two) |

Note:- (i) The number of candidates to be included in the short List/probability list of the above post will be decided as per the availability of admitted applications.

(ii) The above vacancies are now in existence. The list of selected candidates published by the Commission in pursuance of 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 after the minimum period of expiry of one year is published. Candidate will be advised against the vacancies shown above and for all the vacancies reported for the post having the scale of pay as prescribed by the concerned Company/Corporation/Board from this Ranked List strictly in accordance with the order of receipt of

vacancies in the office of the Commission and in accordance with the rules of reservation and rotation followed by the Commission. Candidates will not have the right to choose a particular Company/Corporation/Board or Scale of pay.

(iii) The Kerala Public Service Commission shall have the power to cancel the advice for appointment of any candidates to the service of the any of the Company/Corporation/Board under its purview, 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.

(4) As per G.O. (P) No.11/2009/SWD dated 10.02.2009, 3% of the vacancies are reserved for differentially abled candidates with Locomotor disability/Cerebral palsy and Hearing impairment.

5	Method of Appointment	: Direct Recruitment
6	Age Limit	: 18-36

Only candidates born between 02.01.1980 and 01.01.1998 (both dates included) are eligible to apply for this post with usual age relaxation to Scheduled Castes, Scheduled Tribes and Other Backward Communities. In no case the upper age limit shall exceed 50 (Fifty) years.

Note:- The provisional hands working in the Various Govt. owned Company/Corporation/Board will be given age relaxation to the extent of their provisional service put in subject to a maximim of Five Years from the upper age limit provided they are 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. The overaged candidates who become eligible to be included in Ranked List on the basis of their provisional service in any Company/Corporation/Board will be considered only in the vacancies reported by the same Company/Corporation/Board in which they have worked provisionally.

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

7. Qualifications:

- (1) S.S.L.C. Or equivalent
- (2) Typewriting English (Higher) KGTE/MGTE or its equivalent.
- (3) Typewriting Malayalam (Lower) KGTE or its equivalent

Note:- Rule 10 (a) ii of part II of KS & SSR is applicable

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. 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, community, age etc. have to be produced as and when called for.

9. Last date of receipt of applications: **01.02.2017 Wednesday up to 12.00 Midnight.**

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

(11) (a) Sub parasv,viii, ix, x,xi, and xiii In para 2 and para 6 and 7 of the General Conditions are not applicable to this post.

(b) The selection the post will be subject to the rules and regulations made by the concerned company/Corporation Board from time to time.

(12)If a Written Test/OMR Test is conducted as a 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 Calender.Candidates can download Admission Ticket for 15 days from this date.Candidates who have downloaded the Admission Ticket will alone be permitted to attend the Examination.

(for further details see the general conditions given in part II)

SAJU GEORGE
SECRETARY
KERALA PUBLIC SERVICE COMMISSION