

Gazette Date: 29/04/2015 Last Date: 03/06/2015
Category No: 82 /2015

(By Transfer)

Applications are invited online only from qualified candidates for appointment in the undermentioned post in Kerala Government Service. Before applying for the post candidates should register as per One Time Registration through the official website of Kerala Public Service Commission.

- 1 Department** : Government Secretariat/Kerala Public Service Commission/
Advocate General's Office(Ernakulam)/Local Fund Audit
Department
- 2 Name of Post** : Computer Assistant Grade II
- 3 Scale of pay** : ₹10480-18300/-
- 4 Number of vacancies** : Anticipated
- 5 Method of appointment** : By Transfer (Appointment from Low Paid Employees included
in the subordinate Services)

Note:

As per G O (Ms) No.8/81/GAD dated 13.1.1981, 5% of the vacancies arising in the cadre of Computer Assistant Grade II in the Government Secretariat/Office of the Kerala Public Service Commission/Advocate General's Office, Ernakulam. Local Fund Audit Department) will be reserved for the persons holding low paid post (included in the subordinate services) having the minimum qualification prescribed for appointment to the post of Computer Assistant Grade II by direct recruitment. Those who secure 40% marks in the competitive test will be selected to the post. The Commission shall maintain a separate ranked list of such persons and candidates from this list will be advised against the 5% vacancies set apart for them. In case candidates included in the ranked list (Prepared for recruitment by transfer) and could not secure appointment before the expiry of the ranked list, the names of such candidates will be included at the top of the new ranked list of the low paid employees drawn up by the Commission subsequently irrespective of their service and seniority and they will be advised for appointment accordingly [vide G O (P) No.39/89/P&ARD dated 8.12.1989]

Candidate applying under the above category [that is in accordance with G O (Ms) No.8/81/GAD dated, 13.1.1981] should obtain service certificate in the form given

below and the same have to be produced for verification whenever required by the Commission. Persons appointed through employment exchange or otherwise and working on a temporary/provisional basis are not eligible to apply under by transfer category for the post in response to this notification.

ANNEXURE

The Service Certificate to be obtained at the time of submitting application for the post of Computer Assistant Grade II, by the Low Paid Employees as per G O (Ms)No.8/81/GAD dated 13.1.1981.

1. Name of the Service Candidate :
2. Name of post held by the applicant , scale of pay, Pay :
now drawn
3. Name of the Department :
4. Name of Subordinate Service :
5. Whether the candidate belongs to Probationer/ Ap-
proved Probationer/Full Member :
6. Service Particulars :

Sl.No.	Name of post held	Period		Length of Service			Date of de- claration of probation
		From	To	Year	Month	Days	

Certified that the above details in respect of Sri/Smt.....
Who is a probationer/approved probationer/Full Member of the Subordinate Service have been verified by me with the Service particulars of the candidate and that they are found correct.

Place:
Date:

Signature of the Head of the Office
with Name & Designation

(Office Seal)

- Note:-** i). Candidates will have to submit separate applications for the selection by both methods viz. Direct & By Transfer
ii). The rules regarding reservation of appointment contemplated in Rules 14 to 17 in Part II of KS & SSRs, 1958, are not applicable to this method of selection.

6 Age limit : Upper age limit not applicable.

7. Qualifications :

- i) Pass in SSLC or equivalent
- ii) Must have passed Typewriting Examination (English) Higher Grade (KGTE) and Computer Word Processing or equivalent qualification

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

- iii) Must have passed Typewriting Examination (Malayalam) Lower Grade (KGTE) or its equivalent

8. Mode of submitting applications :-

Before applying for the post, candidates shall register as per 'ONE TIME REGISTRATION' scheme through the Official Website of Kerala Public Service Commission 'www.keralapsc.gov.in'. Those who have registered shall apply by logging into their profile using his/her User- ID and password. No application fee is required. Candidates can view, rectify defects and print the details in the Profile by clicking the link Registration Card after entering the home page. Candidates are responsible for the correctness of the personal information and secrecy of password and they shall keep in mind the User ID for further communication with the Commission. Applications once submitted will be received as provisional and the particulars shall not be deleted or altered after submission. Applications which are submitted not in accordance with the instructions given in the website will be summarily rejected. Documents to prove qualification, service, age , community etc. have to be produced as and when called for. For details regarding Photo, ID card etc. refer the General Conditions given in Part II of the Notification

9 **Last date for receipt of applications :- 03.06.2015 Wednesday up to 12 midnight.**

10 **Website Address :-** www.keralapsc.gov.in

(For more information please refer the General Conditions given in Part II of the Gazette Notification.)

SECRETARY
KERALA PUBLIC SERVICE COMMISSION