

Extraordinary Gazette Date:-14.06.2017

Last Date: 19-07-2017

Category No: 192/2017

Applications are invited from qualified candidates for selection to the following post. Applications shall be submitted online only on 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 at the bottom of the photograph. The uploaded photo will be having a validity of ten years from the date of photograph taken.

"If a Written/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 Ticket for 15 days from this date. Candidates who have downloaded the Admission Ticket will alone be permitted to attend the examination."

- 1 Name of the firm : Kerala State Film Development Corporation Limited
- 2 Name of Post : Telephone (PABX) Operator
- 3 Scale of Pay : ₹. 5250-8390/-
- 4 Number of vacancies : 2 (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 vacancy is 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 one year is published. Candidates will be advised against the vacancy shown above and for all the vacancies reported during the period of pendency of the Ranked list.
 - (iii) The Kerala Public Service Commission shall have the power to cancel the advice for appointment of any candidate 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.

Note :- 3% vacancies for the post shall be reserved for Differently Abled candidates belonging to Locomotor disability/Cerebral Palsy/Blindness /Low vision Categories Vide GO (P) No.01/2013/SJD dated 03.01.2013

- 5 Method of Appointment : Direct Recruitment
- 6 Age : 18-36 Only candidates born between 02.01.1981 and 01.01.1999 (both dates included) are eligible to apply for this post. Other Backward Communities and SC/ST candidates are eligible for usual age relaxation.

Note:- The provisional hands working in the above concern will be given age relaxation to the extent of their provisional service put in subject to a maximum 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.

[for other conditions regarding the age relaxation please see Para 2(i),(ii), (iii), (iv) ,(vi), (vii) and (xii) of the General Conditions]

7 Qualification:

1. Pass in SSLC or Equivalent
2. Experience in Operating PABX Board for a period of one year in a Government or Quasi Government institution or a Registered Company

Note:- 1) The Qualification of Experience shall not be insisted in the case of Scheduled Caste/ Scheduled Tribe candidates in the absence of candidates with the prescribed experience for Direct recruitment to the post. In-Service training will be given, if necessary, to such candidates during the period of probation in the respective post.

2) Rule 10(a)ii of Part II of KS&SSR is applicable.

Certificate to be produced in proof of experience mentioned above shall be in the form given below

CERTIFICATE OF EXPERIENCE

Name of the Firm :

(Company/Corporation/
Govt.Department /
Co-operative institution etc)

Registration Number :

(SSI Registration or Any other
Registration No.)

Date of Registration and

Authority issued Registration :

Issued to (here enter Name and
Address)
.....

This is to certify that the above mentioned person has worked / has been working /
is working in this Institution as (Here enter the
name of the post held or holding or the nature of assignment holding or held in the
institution) on `..... per day/ per mensum for a period
ofyears months days from
to.....

Signature with Date, Name and Designation
of the Issuing Authority with name
of the Institution.

Place :

Date :

(Office Seal)

DECLARATION

Certified that Sri./Smt.
..... mentioned in the above experience certificate has actually worked/is working as
..... (Specify nature of employment) in the above
institution during the period mentioned therein as per the entry in the
..... Register (mention the name of Register)
maintained by the employer as per the provision of Act (Name of
the Act/Rule to be specified).

Also certified that I am the authorised person to inspect the Registers kept by the employer
as per the provision of the Act/Rules of the State/Central
Government .

Signature with Date,
Name of the Attesting Officer
with Designation and
Name of Office

Place:
Date :

(Office Seal)

- Note** :- (1) The Experience Certificate should be one acquired after obtaining the academic or other basic qualifications and prior to the Last date fixed for receipt of application for the post.
- (2) The veracity of the Experience Certificate will be subjected to scrutiny and action will be taken against those who issue or produce bogus certificate. The Experience Certificate should be countersigned by an Authorised Officer of the State/Central Government.
- (3) For further details regarding experience, please see Para 19 of Part II of the General Conditions.
- (4) Please Specify the post held or nature of assignment – Casual Labourer , Paid/ Unpaid , Apprentice /Regular Worker or Temporary Worker.

8 Mode of submitting applications:

Candidates shall register as per 'ONE TIME REGISTRATION ' system on the Official Website of Kerala Public Service Commission 'www.keralapsc.gov.in' for applying for the post. Candidates who have registered shall apply by logging on 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 applying 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 if non compliance 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 .

“Candidates who have AADHAAR card should add AADHAAR card as I.D. Proof in their profile”.

9 Last date of receipt of applications: **19.07.2017 Wednesday up to
12 midnight**

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

11 (a) Sub Paras v, viii, ix, x, xi and xiii in para 2 and paras 6 and 7 of the general conditions are not applicable to this post.

(b) The selection to the above concern will be subject to the rules and regulations made by them from time to time.

(for details including Photo, ID Card etc. please see the general conditions given in Part II)

SAJU GEORGE
SECRETARY
KERALA PUBLIC SERVICE COMMISSION