

Gazette Date: 30/06/2016 Last Date: 03/08/2016
Category No:163/2016

Applications are invited online only from qualified candidates for appointment in the un-dermentioned post in Kerala Government Service. Before applying for the post candidates should re-gister as per One Time Registration through the official website of Kerala Public Service Commission. Candidates who have already registered can apply through their Profile.

- 1 **Department** : Kerala Legislature Secretariat
- 2 **Name of Post** : Copy Holder
- 3 **Scale of pay** : ₹10480-18300/- (PR)
- 4 **Number of vacancies** : 1

The above vacancy is now in existence. The Ranked list of selected candidates published by the Commission in response to this notification shall remain in force for a minimum period of one year provided 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 from the said list against the vacancy noted above and that may be reported to the Commission in writing during the period of the currency of the list.

- 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 relaxation to Scheduled Castes, Scheduled Tribes and Other Backward Communities (For other conditions regarding the age relaxation please see part 2 of the General Conditions).

7 Qualifications:

1. A pass in SSLC or its equivalent qualification.
2. Diploma in Printing Technology or KGTE (Lower)/MGTE (Lower) in Proof Reading and Composing.

OR

VHSE in Printing Technology or its equivalent qualification and Certificate in DTP from a Govt. approved institution with not less than 3 months course duration.

Note: KS & SSR Part II Rule 10 (a) (ii) is applicable.

Probation: Every person appointed to the post shall from the date on which he/she joins duty be on probation for a total period of two years on duty within a continuous period of three years.

8. 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 on to their profile using their User-ID and password by clicking on the 'Apply Now' button of the respective posts in the Notification Link . The photograph uploaded in the profile should be one taken on or after 31.12.2010. Name of the candidate and the date of taking photograph should be printed at the bottom portion in white background. 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 correctness of the information on their profile. They must quote the User-ID for further communication with the Commission. Application once submitted is received as provisional and the details cannot be deleted or altered after the last date fixed for receipt of applications. The application submitted not in accordance with the conditions stipulated in the notification will be summarily rejected in due course of processing. Documents to prove qualification, experience, community, age etc. have to be produced as and when called for.

9. If a Written/OMR 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.

10. Last date for receipt of applications :- 03.08.2016 Wednesday up to 12 Midnight.

11. Website Address :- www.keralapsc.gov.in

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

SECRETARY

KERALAPUBLIC SERVICE COMMISSION