

Gazette Date: 30/06/2016

Last Date: 03/08/2016

Category No:176/2016

SECOND N.C.A. NOTIFICATION

Applications are invited Online only by “ONE TIME REGISTRATION” Scheme from qualified candidates belonging to reservation group of Scheduled Tribe community in the State of Kerala against NCA vacancy for selection to the under mentioned post in Kerala Government Service.

1. **Department** : Social Justice
2. **Name of Post** : Caretaker (Female)
3. **Scale of pay** : ₹ 10480-18300
4. **Number of vacancy** : Scheduled Tribe-1

The above vacancy is now in existence. The Ranked list published as per this notification will be valid until candidates are advised and appointed against the vacancies earmarked for the above mentioned community but remain unfilled and also against vacancies that may arise due to the paucity of candidates during the currency of the Ranked list No. 322/14/SSIV This is the Second NCA Notification issued due to the paucity of candidates belonging to the above community after the issuance of 1st NCA Notification vide Category No.733/14 published in the gazette dated 31.12.2014

5. **Method of appointment** : **Direct Recruitment** (From candidates belonging to the Scheduled Tribe community only)

NOTE: Applications submitted by the candidates belonging to communities other than Scheduled Tribe Community will be rejected. Individual rejection memo will not be issued to them.

6. **Age** : **18-41** [Only candidates born between 02.01.1975 and 01.01.1998 (both dates included) are eligible to apply for the post including the relaxation as per para 2 (i) of the General conditions.

Note : For other conditions regarding the age relaxation, please see part 2 of the general conditions except para 2 (i)

7. Qualifications

- (1) Pass in Pre-degree Examination of any recognised University.
- (2) Experience for a period of One year as Caretaker in any approved Juvenile Institution in Government or approved Children's Home like Orphanages etc. approved by the Central Board/Director of Social Welfare Department/Government

- Note :-
1. Rule 10 (a) (ii) of Part II KS&SSR is applicable.
 2. The post is exclusively reserved for female candidates
 3. The name of the institution and period of service should be furnished in the column prescribed for noting the experience in the application.
 4. The veracity of the Experience Certificate will be subjected to scrutiny and those who issue or produce bogus Certificate will be subjected to legal proceedings. The experience Certificate obtained from private institutions shall be got attested by an authorised officer of Central or State Government (the District Social Welfare Officer). Candidates should produce experience Certificate in the form appended below.

FORM OF CERTIFICATE OF EXPERIENCE

(From Approved Juvenile Institution in Government or Approved Children's home like Orphanages etc. approved by the Control Board/ Director of Social Welfare/Government of Kerala). The declaration part should be given by the District Social Justice Officer.

Name :
 Registration No. with date of Registration :

CERTIFICATE OF EXPERIENCE

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 post holding or held or the nature of assignment holding or held in the (Institution) or Rupees per day/per mensem for a period of years months days from to

Dated Signature
 Name and Designation of the
 Issuing authority with
 Name of the Institution

Place:
 Date of issue:

(Office Seal)

DECLARATION

Certified that Sri/Smt mentioned in the Experience Certificate has actually worked/is working as..... (specify the nature of employment) in the above institution during the period mentioned here as per the entry in the register(Name of Register to be specified) maintained by the employer as per the provision of the.....Act. (Name of Act/Rules to be specified)

Also certified that I am the authorized officer to inspect the register kept by the employer as per the provisions of the Act/ Rules of the State/Central Government and that the institution is a juvenile institution/children's home like orphanage approved by the Control Board/Director of Social Welfare/Government of Kerala.

Place: Signature with date
Date : Name of the Attesting Officer with
Designation and Name of Officer

(Office Seal)

NB:-The veracity of the Experience Certificate will be subjected to scrutiny and Legal action will be taken against those who issue or produce bogus certificate.

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. Candidates must click on the 'Apply now' button of the respective posts in the Notification Link to apply for the 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 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 User-Id for further communication with the Commission. Application submitted is provisional and cannot be deleted or altered after submission. The applications 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.

9. Last date for receipt of applications :- 03.08.2016 Wednesday up to 12 midnight.

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

11. “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 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 details including Photo, ID Card and other applicable stipulations, please see the General Conditions given in Part II of the Gazette Notification.)

SECRETARY
KERALA PUBLIC SERVICE COMMISSION