

**Extra Ordinary Gazette Date** : 15.11.2019  
**Last Date** : 18.12.2019

CATEGORY NO. 231/2019 – 232/2019  
**FIRST NCA NOTIFICATION**

Applications are invited online only under 'ONE TIME REGISTRATION SCHEME' from qualified candidates belonging to reservation group of communities in the state of Kerala(communities are noted below) against NCA vacancies for selection to the under mentioned post in Kerala Government service.

- 1 Department** : Port Department  
**2 Name of Post** : Officer – in - Charge  
**3 Scale of pay** : Rs. 68700-110400/-  
**4 Number of vacancies** :

Sl.No.	Cat.No.	Name of Post	Community	No.of Vacancies
1	231/2019	Officer – in - Charge	Scheduled Caste	1
2	232/2019	Officer – in - Charge	Ezhava/Thiyya/Billava	1

The above vacancies are now in existence. The Ranked list published as per this notification will be valid until candidates are advised and appointed against the above vacancies earmarked for the said reserved communities but remain unfilled due to the paucity of candidates during the currency of the Ranked list published on 29.12.2017 for this post (Category No.65/2015)

- 5. Method of appointment** : Direct Recruitment.

Note : Applications submitted by candidates belonging to communities other than the above mentioned Communities will be rejected. Individual communication regarding the rejection of their application will not be issued.

- 6 Age Limit** : Ezhava :30-49 Only candidates born between 02.01.1970 and 01.01.1989 (both dates included) are only eligible to apply for the post.  
Scheduled Caste:30-50.Only candidates born between 02.01.1969 and 01.01.1989 (both dates included) are only eligible to apply for the post.

(For other conditions regarding age relaxation please see part II, Para 2 of the General Conditions except para 2(i))

In the case of difference in original Caste/Community claimed in the application and that entered in SSLC book, the candidate shall produce a gazette notification in this regard, along with Non-Creamy layer certificate/Community certificate at the time of certificate verification.

**7. Qualifications :**

a. Certificate of Competency as Home Trade Master, issued by the Ministry of Transport with experience as Mate for not less than two years.

OR

b. Certificate of competency as Home trade Mate, issued under the Merchant shipping Act 1958 with experience as Mate for not less than three years.

OR

c. Certificate of competency as Second Class Master, issued under Inland Steam Vessels Act 1917, with three years experience as Third Officer or Junior Officer or its equivalent in Dredgers.

**Note:**1. Rule 10(a)(ii) of Part II KS & SSR is applicable.

2. The appointment of those holding certificate of Competency as Mate or as second Class Master under Inland Steam Vassels Act will be subject to the condition that proper dispensation is granted by Mercantile Marine Department wherever necessary.

3. Applications of candidates who have claimed qualifications equivalent to those prescribed in the Gazatte notification for the post will be considered equivalent only if they produce Government order to prove equivalency at the time of verification.

4. Qualification of experience prescribed shall not apply in the case of SC candidate for direct recruitment. The candidate so recruited shall acquire the experience qualification after recruitment.

5. The experience should be one acquired after the acquisition of the basic qualification.

6. The Experience certificate should be in the following format.

FORM OF EXPERIENCE CERTIFICATE

Name of Firm (Company/Corporation/Govt. :  
Department/Co-operative institution etc.  
Registration No. :  
(SS I Registration or any other registration  
Number) and date of registration

Authority issued Registration :

Issued to .....(here enter the name and address) This is to certify that the above mentioned person has worked/has been working in this Institution as .....(here enter the name of post holding or held) as Regular worker/Temporary worker/Apprentice/Trainee/Casual Labourer (Strike off whichever is not applicable) on Rs .....per day/per mensem for a period of .....  
.....years.....months.....days from .....to.....

Signature with date

Name And Designation of the Issuing Authority with name of the Institution

Place:

Date :

(Office Seal )

**Certificate**

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

I am the authorized person responsible to inspect the Registers kept by the employer as per the provisions of the Act/Rules .....of the State/Central Government.

Signature with date,

Name of Attesting Officer

with Designation and Name of Office who is the notified enforcement officer as per Act and Rules.

Place:

Date:

**(Seal of Office)**

All Experience Certificate shall be duly certified by the concerned Controlling Officer/Head of Office of the Government. The genuineness of the Certificate shall be subjected to verification and legal action will be taken against those who issue and produce bogus Certificate.

Candidates who claim experience should obtain experience Certificate in the above format and should enter details in their profile regarding experience (Certificate Number, Date, Name of Post, period, Issuing authority, name of institution etc.) and upload scanned image of the same before submitting application. Candidates should produce the Certificate before the Commission as and when asked for the same.

### **8.Probation :**

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

**9.Test:** Every person appointed to the post shall within the period of probation, pass the Account Test for Executive Officers of the Kerala State and the Kerala PWD Test unless he has previously passed the two tests.

### **10 Mode of Submitting applications:**

(a) Candidates must register as per “ONE TIME REGISTRATION” with the Official website of Kerala Public Service Commission [www.keralapsc.gov.in](http://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 a 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 legibly at the bottom portion. 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 in 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, age, community etc have to be produced as and when called for.

(b) If 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.

(c) If a Written/OMR/Online Test is conducted as part of this selection, candidates shall submit a confirmation for writing the examination through their One Time

Registration profile. Such candidates alone can generate and download the Admission Tickets in the last 15 days till the date of Test. The applications of candidates who do not submit confirmation within the stipulated period, will be rejected absolutely. The periods regarding the submission of confirmation and the availability of Admission Tickets will be published in the Examination Calendar itself. Information in this regard will be given to the candidates in their respective profiles and in the mobile phone number registered in it.

(d) Candidates who have AADHAAR card should add AADHAAR card as ID proof in their profile.

**9 Last date for submission of applications :-** 18.12.2019, Wednesday up to 12.00 midnight.

**10 Address to which applications are to be sent :** [www.keralapsc.gov.in](http://www.keralapsc.gov.in)

(For more information regarding photo ID card etc. please refer the general conditions given in part II of the Gazette Notification.)

SAJU GEORGE,  
SECRETARY,  
KERALA PUBLIC SERVICE COMMISSION