

GAZETTE DATE : 02.08.2021

LAST DATE : 08.09.2021

CATEGORY NO: 261/2021

Applications are invited online only from qualified candidates for appointment in the under mentioned post. Application must be submitted online through the Official website of the Commission after 'One Time Registration'. Candidates who have already registered can apply through their profile.

1. **Department** : **Various**
2. **Name of post** : **Binder Gr II**
3. **Scale of pay** : **₹17,500-39,500/- (P.R)**
4. **Number of vacancies** : **District wise**

Alappuzha	-	01
Idukki	-	01 (Anticipated Vacancy)
Thiruvananthapuram	-	} Anticipated Vacancy
Kollam	-	
Pathanamthitta	-	
Kottayam	-	
Ernakulam	-	
Thrissur	-	
Palakkad	-	
Malappuram	-	
Kozhikode	-	
Wayanad	-	
Kannur	-	
Kasaragod	-	

Notes:-

- i) Conventional type applications for the above post will be summarily rejected. Candidates shall apply only through online facility available at the Kerala Public Service Commission website viz www.keralapsc.gov.in
- ii) Separate Ranked List will be prepared for the above districts in pursuance of this notification. The Ranked list thus prepared and published by the Commission, shall remain in force for a minimum period of one year and a maximum period of three years provided the said list will not continue to be in force if a new list is published after the expiry of the minimum period of one year. Candidates will be advised for appointment against the aforesaid vacancy and also against the vacancies, if any reported during the currency of the list. In case no candidate is advised from the ranked list till the expiry period of three years, the duration of the ranked list shall be extended for a further period of one year or till at least one candidate is advised from the list whichever is earlier.

- iii) The selection in pursuance of this notification will be made on a Revenue District basis, subject to the special conditions laid down in G.O.(MS) No.154/71/PD dated, 27/05/1971. A candidate advised for appointment in one revenue district from the Ranked List prepared is not eligible for transfer to another district unless he/she completes five years continuous service in the former district, even if transfer is allowed after five years, it will be subject to the rules in G.O.(MS)No.36/91/P&ARD dated 02/12/1991. Candidates already in Government service holding this post in any one district are prohibited from applying again for this post, but they can apply to higher posts when notified.
- iv) Candidates should submit applications for the post to any one of the above district and should note the name of that district against the relevant column in the online application. Applications should not be submit to more than one district in response to this notification. If applications are submitted contrary to the above direction, and if he/she is selected, his/her name will be removed from the ranked lists and disciplinary action will be taken against him/her.
- v) If the caste/community claim in the application differs from the caste/community noted in S.S.L.C., then such changes are to be published in the Gazette and the same should be produced along with the Community Certificate/Non Creamy Layer Certificate issued by the Revenue Authorities at the time of One Time Verification or as and when required by the Commission

5 Method of appointment : Direct Recruitment

6. Age Limit : 18 – 36 only Candidates born between 02.01.1985 and 01.01.2003 (both dates included) only are eligible to apply for this post. Other Backward Communities and SC/ST candidates are eligible for usual age relaxation.

Note:- For concessions allowed in upper age limit, subject to the condition that the maximum age limit shall in no case exceed 50 years of age, Please see para 2 of general condition under Part II of this notification.

7. **Qualifications:-**

i) A Pass in Standard VII (New) or its equivalent qualification.

ii) Pass in Madras Government Technical Examination or Kerala Government Technical Examination (Lower) in Book Binding.

Note i) In the absence of candidates possessing the above qualifications, persons having 18 months experience in book binding in a Government department /Registered Institution shall be considered, provided that they shall prove their proficiency in practical test to be conducted by the Public Service Commission.

- ii) The term 'Registered Institution' referred to above means a firm or a Company or a Society registered under the Companies Act or Charitable Societies or Co-operative Societies Act or Small Scale Industrial Units registered with the Industries Development Commission (SSI) or any other Act recognised by Government to enable the Firm/Company/Society/Unit to be recognised as legal entity.

Note:

- i) K.S & S.S.R Part II Rule 10a(ii) is applicable for selection to this post.
- ii) Those who claim equivalent qualification shall produce the respective Government Order to prove the claim at the time of One Time Verification or as required by the Commission, then only such qualification shall be treated as equivalent to the prescribed qualification.
- iii) 4 % vacancies for the above post shall be reserved for Differently abled candidates belonging to visually impaired, deaf and hard of hearing, Locomotor disability, autism etc. Candidates having multiple disabilities of the above identified combination can also apply for the post. (For more details please refer G.O (P) No 19/2020/SJD dated 25.08.2020.

The experience Certificate shall be in the proforma given below

EXPERIENCE CERTIFICATE

Date of Registration :

Registration Number :
(SSI Registration or any other
Registration Number and
date of Registration)

Name of the Institution (Company)/:
Corpration/Govt.Department etc)

This is to certify that Sri/Smt
.....
(Name and address of the Candidate) has worked/ has been working in this Institution as
..... (here enter

the name of post holding or held or the nature of assignment viz casual labour paid/unpaid apprentice/regular worker or any other capacity holding or held in the Institution) on Rs..... per day/per mensum for the period of yearsmonths days from to

Place : _____
Date : _____

Dated Signature, Name and Designation
of the issuing Authority with name
of the Institution

(Office Seal)

CERTIFICATE

Certified that Sri/Smt mentioned in the above experience certificate has worked/is working as(Specify nature of employment) in the above institution during the period mentioned there in as per the entry in the register (Name of the Register to be specified) maintained by the employer as per the provisions of the act (Name of act/rules to be specified) also certified that I am the authorised person 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 the Attesting Officer
with Designation and Name of Office

Place : _____
Date : _____

(Office Seal)

Note :- 1. The experience should be acquired after obtaining the academic or other basic qualifications.

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 counter signed by an authorised officer of this State/Central Government.

3. For further details regarding experience, please see Para 19 Part II of the General Conditions

Note :-

Candidates who claim experience qualification should obtain experience certificate in the format given in Annexure itself and enter details regarding experience (Certificate number, date, name of post, period, issuing authority, name of institution etc) and upload scanned image of the same/ declaration (In the case of candidates who have possessed the required

experience but have not obtained the experience certificate due to prevailing pandemic situation restrictions) in the profile to make submission of application possible. Candidates should produce the experience certificate as and when called for the same by the Commission.

**DECLARATION FOR THOSE WHO COULDN' T OBTAINED EXPERIENCE
CERTIFICATE**

I Sri/Smt (here enter name and address.....
.....certify that I have worked/have been working/is working in (here enter name of institution/company/corporation/ Govt.Department/Co-operative institution etc.) as(here enter the name of post holding or held ie. Regular worker/Temporary worker/paid/Apprentice/Trainee/Casual Labourer etc.) on Rs.....per day /per mensem for a period ofyears.....months.....days from.....to.....I will produce the prescribed experience certificate as and when called for by the Commission.

Signature of Candidate

Place:

Date:

8. Method 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 a post. The photograph uploaded should be taken after 31.12.2011. Name of the candidate and the date of photograph taken 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 taking. There is no change in other instructions regarding the uploading of photographs. No application fee is required. 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 the User-ID for further communication with the Commission. Application submitted is provisional and cannot be deleted or altered after submission. **Candidates are advised to keep a printout or soft copy of the online application for future reference. Candidates can take the printout of the application by clicking on the link 'My applications' in their profile. All correspondences with the Commission, regarding the application should be** accompanied with the print out of the application. The Application will be summarily rejected if non-compliance with the notification is found in due course of processing. Original 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.

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- 9 Last date for receipt of applications : **08.09.2021** Wednesday upto 12:00 Midnight.
10. If a Written Test/OMR/Online Examination is conducted as a 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 Ticket in the last 15 days till the date of test. The applications of the 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 Ticket will be published in the examination calender itself. Information in this regard will be given to the candidates in their respective profiles and in the mobile phones registered in it. Appropriate disciplinary action as per Rule 22 of the Kerala Public Service Commission Rules of Procedure, will be taken against those candidates who submit application for the post with false claims of possession of prescribed qualification, experience etc. and give confirmation for examination, irrespective of the fact that whether they have appeared or not for the examination.
11. Address to which applications are to be submitted : www.keralapsc.gov.in
(For details including ID card, photo etc, please see the General Conditions given below as Part II of this Notification)

SAJU GEORGE
SECRETARY
KERALA PUBLIC SERVICE COMMISSION