



**KERALA PUBLIC SERVICE COMMISSION**  
HEAD OFFICE, PATTOM, THIRUVANANTHAPURAM



APPOINTMENT CHART

No. **R1C-1/16/2024-KPSC**

Dated : **31-07-2025**

Name of Post : **INSTRUCTOR IN SECRETARIAL PRACTICE AND BUSINESS CORRESPONDENCE**

Name of Department : **TECHNICAL EDUCATION DEPARTMENT**

Date of receipt of the vacancy : 14.07.2025

No. of vacancies reported : Fresh : **1**  
NJD : **1**  
Total : **2**

**Active Ranked List - 1**

|   |   |                          |
|---|---|--------------------------|
| 1 | <b>056/2021 (STATEWIDE) - INSTRUCTOR IN SECRETARIAL PRACTICE AND BUSINESS CORRESPONDENCE [Technical Education] {Direct}</b> | w.e.f. <b>23-03-2024</b> |
|---|---|--------------------------|

**Vacancy Split-Up**

| Sl. No | Tappal No.     | Date of Receipt | Ref. Letter No. & Date              | Letter From & PostName  | No. of Vac                | Date of Occurance |
|--------|----------------|-----------------|-------------------------------------|---|---------------------------|-------------------|
| 1 .    | <b>e-61138</b> | 14-07-2025      | e-Vacancy - 61138<br>Dtd:14-07-2025 | Technical Education Department<br><b>Instructor in Secretarial Practice &amp; Business Correspondence</b> | <b>1</b><br>( One ) Fresh | 01-06-2025        |
| 2 .    | <b>e-61138</b> | 14-07-2025      | e-Vacancy - 61138<br>Dtd:14-07-2025 | Technical Education Department<br><b>Instructor in Secretarial Practice &amp; Business Correspondence</b> | <b>1</b><br>( One ) NJD   | 31-05-2024        |

**Total Vacancies : 2 ( Two ) [ 1 Fresh + 1 NJD ]**

PENDING TURNS

**NJD - 1 Turn**

|   |   |
|---|---|
| 1 | <b>MR 1 - 9 EWS</b> advised on 17-03-2025 |
|---|---|

**NCA - Nil**

**TPO - 1 Turn**

|   |   |
|---|---|
| 1 | <b>MR 1 - 8 LC/AI</b> TPO on 17-03-2025 |
|---|---|

**EWS Set-Off - Nil**

**Previous Rotation stands at MR-1 9 EWS already advised. To be continued from MR-1 10 OBC.**

**But TPO Turns are to be satisfied**

| Sl.No. | Name, Address & Community of Candidate | Rank No. | Rotation as approved by the Commission | Post Name, Department & Remarks |
|--------|--|----------|--|---------------------------------|
|--------|--|----------|--|---------------------------------|

| Sl.No.                             | Name, Address & Community of Candidate  | Rank No. | Rotation as approved by the Commission  | Post Name, Department & Remarks   |
|------------------------------------|---|----------|---|---|
| 1                                  | <b>SARANYA R</b><br>NEDIYAVILA<br>KARAMKOTTUKONAM,<br>PEYAD P O<br>695573<br>TRIVANDRUM<br><br><b>Communication Address</b><br>TRA A - 25 VAISHNAVAM<br>KAVUMPURAM LANE,<br>THACHOTTUKAVU JN , NEAR<br>ANGANVADI<br>MALAYINKEEZHU P O<br>TRIVANDRUM<br>695571<br><br><b>(HINDU NADAR)</b>     | 2        | NJD Compensation to MR 1 - 9 EWS advised on 17-03-2025 now satisfied. Since no EWS candidate available in the Ranked List, turn passed over to OC candidate | <b>Instructor in Secretarial Practice &amp; Business Correspondence</b><br>[Technical Education Department] |
| MR 1 - 10 OBC TPO to keep 50% rule |   |          |   |   |
| 2                                  | <b>ANJALI P S</b><br>PARAKKAL HOUSE<br>KUNNATHUTHALI TEMPLE<br>ROAD, CHENDAMANGALAM<br>P O<br>ERNAKULAM<br>CHENDAMANGALAM P O -<br>683512<br><br><b>Communication Address</b><br>KAITHAVALAPPIL HOUSE<br>AMBATTUKAVU, ALUVA<br>ERNAKULAM<br>CHOORNIKKARA -683106<br><br><b>(E/B/T-EZHAVA)</b> | 3        | MR 1 - 11 OC  | <b>Instructor in Secretarial Practice &amp; Business Correspondence</b><br>[Technical Education Department] |

**OC/BC POSITION**

|          | OC | EWS | BC | NJD | DA (LV) | DA (HI) | DA (LD) | DA (MD) | DA | Thrn Out | BT/ LPE | Total |
|----------|----|-----|----|-----|---------|---------|---------|---------|----|----------|---------|-------|
| Previous | 1  | -   | 1  | 1   | NE      | NE      | NE      | NE      | NE | -        | NE      | 3     |
| Present  | 1  | -   | -  | 1   | NE      | NE      | NE      | NE      | NE | -        | NE      | 2     |
| Total    | 2  | -   | 1  | 2   | NE      | NE      | NE      | NE      | NE | -        | NE      | 5     |

**PENDING TURNS**

NJD - Nil

NCA - Nil

TPO - 2 Turns

|   |                                  |
|---|----------------------------------|
| 1 | MR 1 - 8 LC/AI TPO on 17-03-2025 |
| 2 | MR 1 - 10 OBC TPO on 31-07-2025  |

EWS Set-Off - Nil

*for* **SECRETARY**  
**KERALA PUBLIC SERVICE COMMISSION**

**To** : 1) Enquiry 2) PRO 3) Website 4) Spare