

**Extra Ordinary Gazette Date : 11.12.2019**  
**Last Date : 15.01.2020**

**CATEGORY NO. 358/2019**  
**FIRST NCA NOTIFICATION**

Applications are invited online only from qualified candidates belonging to reservation group of Viswakarma Community of Kerala State for appointment in the undermentioned post in Kerala Government Service. Before applying for the post the candidate shall register as per the One Time Registration Scheme through the official website of Kerala Public Service Commission.

1. **Department** : Woman and Child Development
2. **Name of Post** : Caretaker (Male)
3. **Scale of pay** : ₹ 20000-45800/- (Revised)
4. **Number of vacancy** : NCA – Viswakarma – 01(One)

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 due to the paucity of candidates during the currency of the Ranked list published on 16.08.2018 for the post (Cat.No.651/14, G.D-31/12/2014)

5. **Method of appointment** : Direct Recruitment from male candidates belonging to the Viswakarma community only.

**Note :** Applications submitted by candidates belonging to the communities other than the Viswakarma community will be summarily rejected. Individual communication regarding the rejection of their application will not be issued.

6. **Age limit** : 18-39. Candidates should have been born between 02.01.1980 and 01.01.2001 (both dates included) are eligible to apply for the post.
7. **Qualifications** : (1) Pre-Degree or Plus Two or equivalent and one year experience as a care giver in any of the child care institution recognised by the Kerala State Orphanage Control Board under Social Justice Department.  
(2) Shall possess good physique.

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

2. Candidates who claim equivalent qualification instead of qualification mentioned in the notification shall produce the relevant Government Order to prove the equivalency at the time of verification, then only such qualification shall be treated as equivalent to the prescribed qualification concerned.
3. If there is difference in original caste/community claimed in the application and that entered in the 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.

4. Every person appointed to the category shall from the date on which he joins duty be on probation for a period of two years on duty within a continues period of three years.
5. (i) Care Taker (Male) appointed shall undergo an in-service training for a period of 3 months under the supervision and guidance of the Probation Officer of the District in which he is appointed as per the detailed programme determined by the Director of Social Justice.  
(ii)The training period shall be treated as duty for all service benefits.
6. (i) Candidates shall produce Experience Certificate in the form appended below with Declaration part signed by the Director, Kerala State Orphanage Control Board.  
(ii) The name of Institution and period of service should be furnished in the column prescribed for noting the experience in the application.  
(iii)The Experience Certificate obtained from private institutions shall be attested by the Social Welfare Officer.

**FORM OF CERTIFICATE OF EXPERIENCE**

(From any of the Child Care Institutions recognised by Kerala State Orphanage Control Board under Social Justice Department)

Name of the Institution :  
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 .....

Place:  
Date of issue:

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

(Office Seal)

**DECLARATION**

Certified that Sri ..... 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 Registers kept by the employer as per the provisions of the ..... Act/ Rules of the State/Central Government.

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

(Office Seal)

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

**Note:** 7. Candidates shall produce a Medical Certificate in the form appended obtained from a medical Officer not below the rank of an Assistant Surgeon.

**MEDICAL CERTIFICATE**

(To be filled up by a Medical Officer not below the rank of an Assistant Surgeon)

Signature of the Candidate

Certified that I have this day medically examined Shri.....  
..... age.....years and found that he is in possession of a good physique and that he has no defect of build or musculature that would render him unsuitable for the post of Caretaker (Male) in the Social Justice Department.

Signature  
Name, Designation and Official Address

Place:  
Date:

(Office Seal)

**8. 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 taken after 31.12.2010. 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 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 the User-ID for further communication with the Commission. Application once submitted is received as provisional and details cannot be deleted or altered after submission. The application will be summarily rejected if noncompliance with the notification is found in due course of processing. Documents to prove qualification, age, Community etc. have to be produced as and when called for. The profile correction made by candidates or in the office of KPSC on request after the last date fixed for the receipt of application will not reflect in the application. Such corrections will be in effect on the date on which correction is made.
- (b) 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 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 period regarding the submission of confirmation and 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 phones registered in it.
- (c) Candidates who have AADHAAR card should add AADHAAR Card as I.D Proof in their profile.

**9. Last date for receipt of applications :- 15.01.2020 Wednesday up to 12 Midnight.**

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

(Candidates must see the General Conditions in PartII of the Gazette Notification for instructions regarding Photo ,ID Card etc )

**SAJU GEORGE,  
SECRETARY,  
KERALA PUBLIC SERVICE COMMISSION**