

EXTRA ORDINARY GAZETTE DATE : 03.04.2021

LAST DATE : 05.05.2021

SPECIAL RECRUITMENT - STATEWIDE

CATEGORY NO: 88/2021

Applications are invited from qualified Scheduled Caste/Scheduled Tribe candidates of Kerala State for selection to the following post. Applications 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	:	Government Secretariat/ Kerala Public Service Commission/ Local Fund Audit Department/ Kerala Legislature Secretariat/ Accountant General
2.	Name of Post	:	Office Attendant (Special Recruitment from SC/ST)
3.	Scale of pay	:	₹ 16500-35700
4.	Number of vacancies	:	02 (Two) (SR for SC/ST)

The above vacancies are now in existence. The Ranked list of selected candidates published by the Commission in response to this notification shall remain in force for a minimum period of one year provided that the said list will continue to be in force till the publication of a new list after the expiry of the minimum period of one year or till the expiry of three years whichever is earlier. Recruitment will be made for the above vacancies and also for the vacancies reported for Special Recruitment from Scheduled Caste/Scheduled Tribe during the validity of the list. Candidates against vacancies reported exclusively for ST will also be advised from this list and only in the absence of ST candidates in this list that fresh notification for vacancies reserved exclusively for ST will be issued. In case no candidate is advised from the ranked list till the expiry of the 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.

5. Method of appointment : Direct Recruitment (SR for SC/ST)

Note:- Applications received from candidates other than SC/ST will be rejected. Individual communication will not be issued for rejection of application for the above reason

6. Age limit : 18-41. Only candidates born between 02.01.1980 and 01.01.2003 (both dates included) are eligible to apply for this post .

Note:- In the absence of qualified candidates within the age limit upper age limit shall be relaxed upto 50 years. But in no case the maximum age limit shall exceed 50 (Fifty) years.

Note:1: Only one ranked list will be published in pursuance of this notification and candidates will be advised from that list against all the vacancies reported for the post from all the departments mentioned above. As such candidates need to send only one application. Candidates will be advised for recruitment to each department according to the order in which vacancies are reported from each department and in accordance with the ranks secured by them subject to the rules of reservation and rotation in force. Once advised his/her turn will be over and he/she will have no further claim for being considered for appointment from the ranked list to another department. As a common ranked list is prepared for more than one department on the basis of a common written examination a candidate appointed in a department and relieved for want of vacancy can re-register his/her name in the office of Kerala Public Service Commission and in such case, he/she will be advised for appointment against the next vacancy reported from any of the above mentioned departments. Provided also that the seniority of a person appointed in one service from a common selective list, prepared by the Commission and thereafter discharged from service for want of vacancy and got re-appointment in another service or another department/ institution on the further advice of the Commission shall be determined by date of first effective advice [vide G.O. (P).No.07/1991/P&ARD Dated 15.02.1991]. His service in the former department will be counted for probation in the latter department. For re-appointment in the parent department itself, no re-registration is necessary but one has to wait till vacancy arises in that department. Candidates will have no right to claim initial appointment to any particular department.

7. Qualifications

Pass in SSLC or its equivalent examination.

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

Note:(b) Candidates who claim equivalent qualifications 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.

Note:(c) 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.

Note (d) Candidates who make bogus claims of the requisite educational qualification, experience and provide confirmation irrespective of whether they attend the examination or not are liable to disciplinary proceedings as stipulated in Rule 22 of KPSC Rules of Procedure 1976.

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 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. Name of the candidate and the date of taking photograph should be printed at the bottom portion of the Photograph uploaded in the profile. 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, candidates must ensure correctness of the information on their profile. They must quote the User-ID for further communication with the Commission. Application once submitted is received as provisional and the details cannot be deleted or altered after submission. **Candidates are advised to keep a printout for soft copy of the online application for future reference. Candidates can take the printout of the application by clicking on the link 'My applications' on their profile. All correspondences with the Commission, regarding the application should be accompanied with the print out of the application.** The application submitted not in accordance with the conditions stipulated in the notification will be summarily rejected in due course of processing. Documents to prove qualification, experience, community, age etc. have to be produced as and when called for.

(B) If 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 phones registered in it. Candidates who have downloaded the Admission ticket will alone be permitted to attend the examination.

(C) Candidates who have AADHAAR card should add AADHAAR card as ID Proof in their profile.

9. Last date for receipt of applications 05.05.2021 Wednesday upto 12.00 midnight.

10. Website Address: - www.keralapsc.gov.in

11. Paragraphs two, three and twenty five (except the conditions laid down in the Rule 3 (C) of Part II of the Kerala State and Subordinate Service Rules) are not applicable to this selection.

12. Appointment are made on the basis of the rank secured in the ranked list of candidates prepared in pursuance of this notification subject to the conditions laid down in G.O.(MS) No.142/72/PD dated 13.04.1972, G.O.(MS) No. 309/73/PD dated 29.11.1973, G.O.(P) No. 21/76/PD dated, 17.01.1976 and G.O.(P) No.25/94/GAD dated, 22.01.1994 allowing special reservations to Scheduled Castes and Scheduled Tribes in accordance with the procedures made for this purpose from time to time and subject to the rules under sections 3(c), 17(a), 17(b) of Part II of Kerala State and Subordinate Service Rules, 1958.

(For details including Photo, ID card etc., refer the General Conditions given in Part II of the Notification)

SAJU GEORGE
SECRETARY
KERALA PUBLIC SERVICE COMMISSION