

GAZETTE DATE : 29/04/2023

LAST DATE : 31/05/2023

CATEGORY NO: 046/2023
FIRST NCA NOTIFICATION

Applications are invited online only through One Time Registration from qualified candidates belonging to the Scheduled Caste Community of Kerala State for appointment in the undermentioned post.

- 1 Name of Firm : Kerala Khadi and Village Industries Board
- 2 Name of Post : Lower Division Clerk / Accountant, Cashier / Clerk-cum-Accountant / II Grade Assistant
- 3 Scale of Pay : ₹ 19,000-43,600/-
- 4 Number of vacancies : NCA – Schedule Caste – 2 (Two)

Note:- (i) The number of candidates to be included in the short list /probability list of the above post will be decided as per the availability of admitted applications.

(ii) 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 community but kept unfilled due to the paucity of SC candidates during the currency of the mother Ranked List published on 11.02.2020 (Cat. No. 221/2016) for the post.

(iii) The Kerala Public Service Commission shall have the power to cancel the advice for appointment of any candidate to the above post, if it is subsequently found that such advice was made under some mistake. On such cancellation the appointing authority shall terminate the service of the candidate, provided that, the cancellation of advice for appointment by the Commission and subsequent termination of service of the candidate by the appointing authority shall be made within the period of probation or one year from the date of joining duty whichever is earlier.

5 Method of Appointment : Direct Recruitment (From among candidates belonging to Scheduled Caste Community only)

6 Age : 18-41, Only candidates born between 02.01.1982 and 01.01.2005 (both dates included) are eligible to apply for this post. (Application received from candidate not belongs SC Community will be summarily rejected without further intimation.

Note:- 1) The provisional hands working in the above concern will be given age relaxation to the extent of their provisional service put in subject to a maximum of Five years from the upper age limit provided they were within the prescribed age limit on the date of their first appointment in the above concern. But the regular employees of the concern are not eligible for the above concession for further appointment. The provisional hands should obtain a certificate showing the period of their provisional service in the concern and shall produce the same as and when required by the Commission. It would also be clearly specified in the certificate that they were not working in the regular service of the concern.

2) Typists in the Board possessing SSLC qualification are eligible to consider for the post of LD Clerk / Accountant, Cashier / Clerk-cum-Accountant / II Grade Assistant (direct recruitment) if

they possess not less than 4 years of regular service on the date of application. The maximum age limit for such persons will be 40 years with usual relaxation of 5 years in the case of Scheduled Caste candidates.

(for other conditions regarding the age relaxations please see para 2(i), (ii), (iii), (iv), (vi), (vii), (xii) & (xiv) of General conditions)

7 Qualification: SSLC or any other equivalent qualification.

- Note:
- (1) Rule 10(a)ii of Part II of KS&SSR is applicable.
 - (2) In addition to the qualification prescribed in the notification, the qualification recognized by executive orders or standing orders of Government as equivalent to a qualification specified for a post in the Special Rules or found acceptable by the Commission in cases where acceptance of equivalent qualifications is provided for in the rules and such of those qualification which pre – suppose the acquisition of the lower qualification prescribed for the post, shall also be sufficient for the post. The copy of the Government orders declaring equivalent / higher qualifications shall be produced as and when required by the Commission.

8 Mode of Submitting Application

- (a) (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 a post. The Photograph uploaded should be taken after 31.12.2013. 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. **But the candidates who register new One Time Registration profile should upload photograph taken within 6 months.** 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, age, community etc. have to be produced as and when called for.
 - (b) Candidates who have Aadhaar Card should add Aadhaar Card as ID proof in their profiles.
- 9 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 profiles. Such candidates alone can generate and download the Admission Tickets in the last 15 days till the date of Test. The application 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 given to the candidates in their respective profiles and in the mobile phone number registered in it.

- 10 Last date of receipt of applications: **31.05.2023** Wednesday up to 12 midnight
- 11 Address of which applications are to be sent: www.keralapsc.gov.in
- 12 (a) Sub Paras v, viii, ix,x, xi and xiii in para 2, 5 (a), 6 and 7 of the general conditions are not applicable to this post.
- (b) The selection to the above concern will be subject to the rules and regulations made by the firm from time to time.
- (for details including Photo, ID Card etc. refer the General Conditions given in Part II of the Gazette Notification)
- 13 Special Instructions for Candidates
- a) In the case of difference in 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.
- b) Candidates are required to acquaint themselves with the instruction given in the notification as part II, General conditions before submitting application for the post. Applications which are not submitted in accordance with the terms and conditions laid down in the General conditions are liable to be rejected.
- c) Appropriate disciplinary action as per Rule 22 of the Kerala Public Service Commission Rules of Procedure shall be initiated against those candidates who submit applications with bogus claims of qualification regarding education, experience etc. and are liable to be disqualified for being considered for a particular post or debarment form applying to the Commission either permanently or for any period or the invalidation of their answer scripts or products in a written / practical test or the initiation of criminal or other proceedings against them or their removal or dismissal from office or the ordering of any other disciplinary action against them, if they have already been appointed, or any one or more of the above.

SAJU GEORGE
SECRETARY
KERALA PUBLIC SERVICE COMMISSION