

EXTRA-ORDINARY GAZETTE DATED : 27/07/2019

LAST DATE : 29/08/2019

CATEGORY NUMBER : 129/2019 - 130/2019

KERALA PUBLIC SERVICE COMMISSION

FIRST NCA NOTIFICATION

Applications are invited online only by One Time Registration facility, exclusively from qualified Ex-servicemen belonging to **Scheduled Caste & Muslim** reservation group of communities of Kerala State for NCA recruitment for the under mentioned post in the following Districts.

1. Department : **N.C.C./SAINIK WELFARE**
2. Name of post : **L.D. Typist/Clerk Typist/Typist Clerk
(Ex-Servicemen Only)**
3. Scale of pay : **Rs.19,000- 43,600/-**
4. Number of vacancies : District wise
Scheduled Caste - Kollam - 01 (One)
Cat No:129/2019 - Thrissur - 01 (One)
Muslim - Kannur - 01 (One)
Cat No:130/2019

Note:-

- (i) Applications submitted by candidates belonging to the communities other than those notified will summarily be rejected. No rejection memo will be issued.
- (ii) Separate Ranked List will be prepared for the above districts in pursuance of this notification. Ranked List thus prepared and published by the Commission shall remain in force for three years or until candidates are advised and appointed against the vacancies earmarked for the above communities unfilled due to paucity of candidates during the currency of the Ranked List, whichever is earlier.

Name of District	Date of publication of Ranked List	Category No.
Kollam	31.08.2016	516/2015
Thrissur	31.08.2016	516/2015

Kannur	31.08.2016	572/2014
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- (iii) The selection in pursuance of this notification will be made on Revenue District basis, subject to the special conditions laid down in GO(MS) No. 154/71/PD dated, 27.5.1971. 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 5years continuous service from the date of commencement of service in the former District. Even if transfer is allowed after 5 years, it will be subject to the rules in GO (P) No 36/91/P&ARD, dated 02.12.1991. Candidates already in Government Service holding the same post in any one district are prohibited from applying in response to this notification.
- (iv) Candidates will be advised from the Ranked list for appointment against the Headquarters vacancies also. Such candidates will be eligible for transfer to another district as per the terms and conditions in G.O.(MS) 442/80/GAD dated 26/09/1980. As selection to this post is exclusively made for Ex-Servicemen, candidates advised subsequently for appointment from a particular district will not be eligible for Inter-departmental transfer as per G.O.(P) 51/90/P&ARD, dated 22/11/1990.
- (v) Applications should not be submitted to more than one district in response to this notification. If applications are submitted contrary to above direction and if he/she is selected, his/her name will be removed from the Ranked List and disciplinary action will be taken against him/her. Candidates should submit the application for this post to the concerned district office and should note the name of the concerned district against the relevant column of the online application.
- (vi) If there is any change in caste with respect to the entries in SSLC, then such changes is to be published in the gazette notification and the same along with the Community Certificate/Non Creamy Layer certificate issued by the Revenue authorities, is to be produced to prove their claim in application, at the time of One Time Verification or as and when required by the commission.

5. Method of appointment : Direct Recruitment
(From ex-servicemen of Scheduled Caste and Muslim reservation group of community only).

6. Age limit : 18- 50. Candidates born between 02/01/1969 and 01/01/2001

(Including both dates) only are eligible to apply for the post.
(Including age relaxation under Para 2 of the General Conditions
under Part II of this Gazette)

Note:-

- (i) Relaxation in upper age limit will not be allowed in any case.
- (ii) Attested true copies of the Military Discharge Certificates should be produced as and when called for by the Commission.
- (iii) Candidates who are selected for appointment as per this notification should not have completed 56 years of age while joining duty.

7. Qualifications:

- 1 Pass in SSLC or its equivalent.
- 2 Lower Grade Certificate in Typewriting Malayalam (KGTE).
- 3 Lower Grade Certificate in Typewriting English (KGTE) and Computer Word Processing or its equivalent (IMC Certificate in Typewriting will not be accepted).

Those who have passed the KGTE Typewriting before January 2002 must have acquired separate certificate in Computer Word Processing or its equivalent before the last date for receipt of application for the post, fixed by the Commission.

All the qualifications for the post must have acquired before the last date of receipt of application.

Note:-

- i) Certificate in Computer Word Processing issued by Central/State Government Department/Agencies/Societies/Universities after successfully completing course of study not less than three months duration is considered as equivalent to KGTE Computer Word Processing.
- ii) Malayalam Typewriting lower is not compulsory for the Ex-servicemen for applying to the post of Typist in the Government service. But if they are selected, the above qualification should be acquired before completing probation.
- (iii) Service as Clerk/Writer in the Defence forces as detailed in notes below for not less than 15 years will be deemed as sufficient qualification for the post. If selected, they have to pass Malayalam Typewriting (Lower) before completing probation.
- iv) Ex-servicemen with service as Clerk (General duties) Clerk (Staff duties) Clerk (A.O.C)

and personal Assistants in the Army, Writers in the Navy and Clerks (General duties) in the Air Force, who were under the Category Class I or those who served 15 years in the Clerical cadre in the Defence Forces will be treated as eligible to apply for this post. (G.O(P) 143/77/GAD dated 18.5.1977, G.O(P) No. 35/79/GAD dated 6.1.1979, G.O. (P) No.143/86/GAD dated 30/04/1986). If selected, they have to pass Malayalam Typewriting (Lower) before completing probation.

- v) Subject to the conditions laid down in GO(P) NO. 139/77/GAD dated 11/05/77, linguistic minority candidates whose first language for SSLC examination is a language other than Malayalam may apply to this post even if they do not possess Malayalam Typewriting (Lower) qualification. If selected, they have to acquire Malayalam Typewriting (Lower) qualification before completion probation.
- vi) Certificates obtained from Government alone will be accepted as proof of Typewriting qualification(Certificates obtained from the Typewriting Institute will not be accepted)
- vii) 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.
- viii) KS&SSR Part II Rule 10 a (ii) is applicable for selection to this post

8. Address to which applications are to be sent:- www.keralapsc.gov.in

9. **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 in 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 one taken after 31/12/2010. Name of the candidate and the date of taking photograph should be printed 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 the correctness of the information on their profile. They must quote their User-ID for further communication with the Commission. Application submitted is provisional and 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, 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.**

10. Last date of receipt of applications : 29/08/2019 Thursday upto 12 midnight.

11. If Written Test/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.
(For details, please see the General Conditions given below as Part II of the notification).

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