

GAZETTE DATE : 27.02.2010

LAST DATE : 07.04.2010

CATEGORY No : 35/2010

1. **Department:** : **NCC/SAINIK WELFARE**
2. **Name of Post** : **LD TYPIST(Ex.Servicemen only)**
3. **Scale of pay** : **Rs.5250-8390**
4. **No. of vacancies** : **District -wise
Kozhikode - 2 (Two)**

NOTE: 1. The vacancies in the NCC and Sainik Welfare Department in this District will be filled up from the common Ranked list prepared as per this notification(GO(P)No.210/01 dated 23/05/2001).The ranked list thus prepared and published by the Commission, in pursuance of this notification shall remain in force for a minimum period of one year, subject to the condition that the said list will continue to be in force till the publication of new list after the expiry of the minimum period of one year or till the expiry of three years whichever is earlier. Candidates will be advised for appointment against the aforesaid vacancies and also against the vacancies, if any, reported during the currency of the list.

2. The selection in pursuance of this notification will be made on a Revenue District basis, subject to the special conditions laid down in G. O. (MS) No.154/71/PD dated 27.5.1971. A candidate advised for appointment in the Revenue district from the ranked list prepared is not eligible for transfer to another district unless he/she completes 5 years 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 G.O. (MS) No. 4/61/PD dated 2.1.1961.

Candidates already in Government Service holding this post in any one district are prohibited from applying again for this post, but they can apply to higher posts when notified.

3. Candidates will be advised from the Ranked list for appointment against the Head Quarters 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

4. 3 %(Three percent) of the vacancies for this post shall be reserved for eligible physically handicapped candidates vide GO(P)20/98/P&ARD dated 14/07/1998.

5. **Method of Appointment** : **Direct Recruitment (From Ex-servicemen only)**

6. **Age Limit** : **Should have completed 18 (Eighteen) years of age and should not have completed 50 (Fifty) years of age including the period of military service as on 01.01.2010.**

NOTE: -1) Relaxation in upper age limit will not be allowed to this post.

2) Attested true copies of the military Discharge certificates should be produced as and when called by the Commission.

3) Candidates who are selected for appointment as per this notification should not have completed 55 years of age while joining duty.

7. QUALIFICATIONS : 1. SSLC or its equivalent qualification

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.)

Note: 1.Those who have passed KGTE Typewriting before January 2002 should produce separate certificate in Computer Word Processing or its equivalent. Certificates 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 are considered as equivalent.

2. Malayalam Typewriting lower is not compulsory for the Ex-servicemen who have completed normal tenure of service in the prescribed trades(clerk/writer) 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.

3. Service as Clerk/Writer in the defence forces as detailed in not 4 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.

4. 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 posses 15 years service in the Clerical cadre in the Defence Forces will be treated as eligible to apply for this post. (G.O.(P)No.143/86/GAD dated 30/04/1986) If selected they have to acquire Malayalam Typewriting (Lower) qualification before completing probation(GO(P)No.143/96/GAD dated 30/04/1986.)

5. 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 completing probation.

6) Those candidates mentioned in item No.3 & 4 are exempted from the qualification Computer Word Processing.

7) Certificates obtained from Government alone will be accepted as proof of Typewriting qualification. (Certificates obtained from the Typewriting Institute will not be accepted.)

8. Last date for receipt of applications: 07/04/2010 Wednesday upto 5.00 p.m.

9. The application can be submitted only by online facility provided in the website of the Kerala Public Service Commission. Detailed instructions regarding the submission of applications are available in the website of the Kerala Public Service Commission viz. w.w.w.keralapsc.org.. No application fee is required. The barcode number in the application form shall be quoted in all further enquiries/correspondence. Documents to prove qualification,age and community have to be produced as and when called for. Applications which are not submitted in accordance with the instructions given in the website will be summarily rejected.

10. Address to which applications are to be sent: www.keralapsc.org.

**P. C.BINROY,
SECRETARY,
KERALA PUBLIC SERVICE COMMISSION.**