

**GAZETTE DATE : 30/12/2023**

**LAST DATE : 31/01/2024**

**CATEGORY NO: 698/2023**

Applications are invited from qualified candidates for selection to the following post. Applications must be submitted online only through the official website of the Kerala Public Service Commission after One Time Registration. Candidates who have already registered can apply through their profile.

**1 Name of the firm : Kerala State Development Corporation for SC/ST Limited**

**2 Name of post : Typist Grade II**

**3 Scale of pay : ₹ 9190 - 15780 /-**

**4 No. of Vacancy : 03 (Three)**

**Note 1:** The above Vacancies are now in existence. The Ranked list of selected candidates published by the Commission in pursuance to this Notification shall remain in force for a minimum of One year and a maximum period of three years. But the said list will not continue to be in force if a new Ranked list, after the expiry of the minimum period of one year, is published for this post under the same method of appointment. Candidates will be advised against the vacancy shown above vacancy and also for the vacancies reported during the period of currency of the Ranked list.

**Note 2:** The Kerala Public Service Commission shall have the power to cancel the advice for appointment of any such 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 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 240 days from the date of joining duty whichever is earlier.

**5 Method of Appointment : Direct Recruitment**

**6 Age : 18-36**

Only Candidates born between 02.01.1987 and 01.01.2005 (both dates included) are eligible to apply for this post. Other Backward Communities and SC/ST candidates are eligible for usual age relaxation.

**Note:-** 4% of the vacancies will be reserved for the eligible Differently Abled candidates as per GO(P) No.5/2023 dated 01/10/2023. Candidates should produce Disability Certificate and Functionally Certificate as and when demanded by Kerala Public Service Commission. 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 are 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.

[for other conditions regarding the age relaxation please see Para 2(i), (ii), (iii), (iv), (vi), (vii), and (xii) of the General Conditions]

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[Present Order for Rights of Persons with Disabilities Act, 2016 Section 34](#)

## **7 Qualifications:**

- 1) Pass in SSLC or equivalent qualification
- 2) Typewriting English (Higher) KGTE/MGTE or equivalent qualification.
- 3) Typewriting Malayalam (Lower) KGTE/MGTE.
- 4) Pass in DCA Course (6 months) from an institution recognised by government or equivalent qualification.

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[Equivalent qualification admitted in the previous selection](#)

- Note :-**
- 1 Rule 10(a)(ii) of part II of KS&SSR is applicable.
  - 2 In addition to the qualifications prescribed in the notification, the qualifications recognized by Executive Orders or Standing Orders of Government as equivalent to the qualification specified for the 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 qualifications 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:**

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. Name of the candidate and the date of photograph taken should be printed legibly at the bottom portion of the photograph uploaded. **Candidates who create new profile should upload their photograph taken**

**within the period of six months.** The uploaded photograph having all the required specifications shall be valid for 10 years from the date of taking of photographs. There is no change in other instructions regarding the uploading of photographs. No application fee is required. Candidates are responsible for the correctness of personal information and the secrecy of password. Prior to the final submission of the application on the profile, candidates must ensure correctness of the information incorporated in their profile. They must quote the User-ID for further communication with the Commission. Application submitted is provisionally accepted 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.

- 9 Those who have Aadhaar Card should add Aadhaar card as ID proof in their profile.
- 10 **Last Date for receipt of applications :** 31.01.2024 Wednesday upto 12 Midnight.
- 11 **Address to which applications are sent :** [www.keralapsc.gov.in](http://www.keralapsc.gov.in)
- 12 Sub Paras (v), (viii), (ix), (x), (xi), (xiii) and (xiv) in para 2 and paras 6 of General conditions are not applicable to this selection.
- 13 The Selection to the above concern will be subject to the rules and regulations made by the firm time to time.
- 14 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 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 period 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 phone number registered in it.
- 15 **Special Instructions to Candidates.**
  - 1) 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 Community Certificate at the time of certificate verification.
  - 2) Candidates are required to acquaint themselves with the instructions 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.
  - 3) As per Rule 22 of KPSC Rules Of Procedure, candidates making false claims about

qualifications such as education, experience etc., and submit confirmation for writing the examination, irrespective of whether they are present or absent for the examination are liable to be disqualified for being considered for the post they applied for, or debarment from applying to the Commission either permanently or for a specific period, or the invalidation of their answer scripts in the examination or products in the practical test they attend, or the initiation of legal proceedings against them, or removal or dismissal from office or any disciplinary/ legal action against them if they have already been appointed, or any one or more of the above.

(For details including photo and ID card etc. refer to the General Conditions at the end of the notification).

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