

GAZETTE DATE : 28.06.2008

LAST DATE : 30.07.2008

CATEGORY No : 237/2008

1. Department : Municipal Common Service

2. Name of Post : Lower Division Clerk (By Transfer)

3. Scale of pay : Rs.5250 - 8390/-

4. No. of vacancies : District wise

1. Thiruvananthapuram
2. Kollam
3. Pathanamthitta
4. Alappuzha
5. Kottayam
6. Idukki
7. Ernakulam
8. Thrissur
9. Palakkad
10. Malappuram
11. Kozhikkode
12. Wayanad
13. Kannur
14. Kasaragod

Anticipated
Vacancies

5. Method of appointment : Recruitment by Transfer from low paid employees in Kerala Municipal Common Service

6. Qualification and age limit:-

Candidates applying under this category are exempted from the requirements that they should have the prescribed qualification and the age limit for the post.

Applications are invited from low paid employees of the Kerala state Municipal Common Service for appointment as Lower Division clerks in the 5% of vacancies arising the cadre of Lower Division Clerk in Kerala State Municipal Common Service reserved for persons holding posts having scale of pay below Rs 5250-8390 in the State Municipal Services as per G.O (M.S)66/80 dated 17.03.1980.

(a) Candidates holding low paid posts in the Kerala State Municipal Common Service including part time contingent subordinate service in the scale of pay lower than Rs. 5250-8390 can apply for the above post. The applicant should be an approved probationer/full member of the Municipal Common Service.

The applicant should obtain a Certificate from the Head of Office showing their service particulars in the form given below and produce the same as and when required by the Commission.

Persons appointed through Employment Exchange or otherwise and working on a temporary/provisional/ basis are not eligible to apply for the post in response to this notification.

Service Certificate to be produced for recruitment by transfer as Lower Division Clerk in accordance with G.O (P) No.11/74 PD dated 10.01.1974.

1. Name of the Candidate :

2. Name of the post held by the :
applicant with scale of pay now
drawn by the applicant
3. Name of the Department :
4. Name of the subordinate :
service & which the applicant
belongs
5. Date of commencement of :
probation and date of
completion of probation in the
above subordinate service.
State whether an approved
probationer or full member of
the service.

Certified that the above details in respect of Shri/Smt.
.....who is an approved probationer/full
member of the subordinate services, have been verified by me with the service particulars
of the candidate and that they are found correct. He/She is eligible to apply for the post of
Lower Division Clerk in Municipal Common Service as per the the G.O(M.S) 66/80 dated
17.03.1980.

Place: Signature of the Head of the office
Date: with the Name and the Designation

- (b) Low paid employees in the State Municipal Common Service who apply under the category are exempted from the minimum general educational qualification and also from the maximum age limit prescribed for the post. The candidates in this category are not entitled to the benefit of physically handicapped candidates.
- (c) The Commission will conduct a competitive test and based on the marks secured by the candidates in the test, a Ranked List will be prepared in each District. Candidates who secure more than 40% marks in the test are eligible to be included in the Ranked List.
- (d) 5% of the vacancies which are reported to the District Officers of the Public Service Commission from the Municipal Common Service will be filled up by the candidates selected from low paid employed of municipalities and corporations in Kerala. The Rules regarding the reservation of appointment contemplated in the Rules 14-17 of part II of the Kerala State and subordinate service rules 1958 are not applicable to this appointment. If sufficient number of candidates are not available to fill up the 5% reservation 'quota' mentioned above, such vacancies will be filled up by the candidates included in the Ranked List prepared for open quota. In case the candidates included the Ranked List could not secure appointment before the expiry of the Ranked List, the names of such candidates will be included at the top of the new Ranked List of the low paid employees drawn up by the Commission subsequently in the same order and they will be advised for appointment accordingly (Vide GO(P)No.39/89/P&ARD dated 08.12.1989.

COMMON STIPULATIONS

- (i) Selection to this post will be made on the basis of a competitive test of the S.S.L.C. standard.
- (ii) The selection test will be conducted at different centres in each district. (The names of the examination centres will be published later). The candidates should appear for examination wherever they are admitted.

Note (1) As the selection is District wise, the candidates will be allowed to appear for the test only in the examination centres for the District which they have opted in the

relevant column of the application. The selection in pursuance of this notification will be made on district wise basis subject to the special condition laid down in G.O M.S) No.154/71/PD dated 27.05.1971. A candidate advised for appointment in one district from the Ranked List prepared for that District is not eligible for transfer to another district for a period of 5 years from the date of commencement of regular service in the former district. Even if transfer is allowed after 5 years it will be subject to the condition laid down in G.O (M.S) No.4/61/PD dated 02.01.1961. But as per G.O (P) 12/96 P&ARD dated 16.03.1996 the condition of 5 years service is not applicable for the transfer to the Districts of Idukki, Wayanad and Kasargod. This concession will be available only for getting transfer to these districts but not for getting transfer out of these districts and the concession will be granted only once in the carrier of a government servant.

Candidates should submit application for the post to the District Officer of the Commission of the District to which they are applying and should note the name of the District against the relevant column in the application (Side B) and darken the bubble in the OMR sheet (Side A).

7. Last date for receipt of applications: 30/07/2008 Wednesday upto 5.00 P.M.

8. Application Form and Application Fee:

Applications should be submitted in the form devised and printed by the Kerala Public Service Commission and applications otherwise submitted shall be summarily rejected. (For details refer para 12 A of the General conditions)

Cost of the application form is Rs.10/- (Rupees Ten only). Cost of the application form for SC/ST candidates is Rs.5/- (Rupees five only). The application should be filled up in accordance with the directions contained in the information brochure supplied along with the application. The applications can be obtained from the post officers in Kerala and Offices of the Commission.

Note (1)

Candidates who apply in response to this notification should not send application for this post more than one district. Contrary to this instruction, if a candidate gets selection by applying to more than one district for this post in the same category his/her name will be removed from the Ranked List and disciplinary action will be taken against him/her.

9. Address to which applications are to be sent :-KPSC District Office concerned.

Applications sent to any address other than that of the District Officer to which the candidates is applying will be summarily rejected. (For details, please see the General Conditions)

P.C.BINOY,
SECRETARY,
KERALA PUBLIC SERVICE COMMISSION.