

GAZETTE DATE : 15/11/2023
LAST DATE : 20/12/2023
CATEGORY NO . 481/2023

Applications are invited from qualified Scheduled Tribe candidates of Kerala State for selection to the following post. Applications must be submitted online 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 Department** : Kerala Water Authority
- 2 Name of post** : **Office Attendant**
(Special Recruitment for ST Only)
- 3 Scale of pay** : ₹23,000 - 52,600/-
- 4 No. of Vacancy** : 06 (Six)

Note:- The above Vacancies are now in existence. The Ranked list of selected candidates published by the Commission shall remain in force for a minimum period of one year and maximum period of three years provided that the said list will not continue to be in force if a new list after the expiry of the minimum period of one year is published for this post under the same method of appointment. Advices for appointment will be made for the above vacancies and also for the vacancies reported for Special recruitment from Scheduled Tribe during the pendency of the list.

- 5 Method of Appointment** : Direct Recruitment (Special Recruitment from Scheduled Tribes Only).

Note:- Applications received from candidates other than Scheduled Tribe candidates will be rejected. Individual communications regarding the rejection of their applications for the above reason will not be issued.

- 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. No other age relaxation will be allowed.

Note:- In the absence of qualified candidates within the age limit the upper age limit shall be relaxed up to 50 years. But in no case the maximum age limit shall exceed 50 (Fifty) years.

7. Qualifications:

Pass in Standard VII or equivalent qualification.

- 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 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 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 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 as ID proof in their profile.

10 Last Date for receipt of applications : **20.12.2023** Wednesday upto 12 Midnight.

11 Address to which applications are sent : www.keralapsc.gov.in

12 The Conditions laid down in paragraphs two, three and twenty five (except the conditions laid down in the Rule 3 (C) of Part II of the kerala State and Subordinate Service Rules) of General Conditions are not applicable to this selection.

13 Appointment are made on the basis of the rank secured in the ranked list of candidates prepared in pursuance of this notification subject to the conditions laid down in G.O.(P) No. 21/76/PD dated, 17.01.1976 and G.O.(P) No.25/94/GAD dated, 22.01.1994 allowing special reservations to Scheduled Tribes in accordance with the procedures made for this purpose from time to time and subject to the rules under sections 3(c), 17(a), 17(b) of Part II of Kerala State and Subordinate Service Rules, 1958.

14 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 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 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 from 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.

(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**