

GAZETTE DATE : 30.12.2010

LAST DATE : 02.02.2011

CATEGORY No. : 412/2010

Part I

Applications are invited online only from qualified candidates for appointment in the under mentioned post.

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|---|---------------------|---|----------------------------|
| 1 | Name of concern | : | District Co-operative Bank |
| 2 | Name of post | : | Steno Typist |
| 3 | Scale of Pay | : | Rs. 6700 – 18375 |
| 4 | Number of Vacancies | : | Kollam 2 (Two) |

50% of the vacancies in the post shall be filled from this category.

- Note:- (i) Separate Ranked List will be prepared for Kollam District Co-operative Bank in pursuance of this notification. The ranked list thus prepared and published by the Commission 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 lists 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.
- (ii) The selection in pursuance of this notification will be made on district wise basis. Hence candidates should apply for the post in the Kollam District Co-operative Bank only and should note the name of that district against the relevant column in the application.
- (iii) 3% of vacancies for the post shall be reserved for suitable PH candidates vide G.O.(P) No: 11/2009/SWD Dated 10/2/2009.

5. Method of appointment: Direct Recruitment.

6. Age:- 18 – 37 ; Only candidates born between 02-01-1973 and 01-01-1992 (both dates included) are eligible to apply for this post. Other Backward Communities and SC/ST candidates are eligible for usual age relaxation. For other conditions regarding age relaxation please see para (2) of the General Conditions.

Note:- For concessions allowed in upper age limit subject to the condition that the maximum age limit shall in no case exceed 50(Fifty) years, please see Para 2 of the General conditions under Part II of this Notification. Relaxation of age will be allowed to all provisional employees of the twenty nine Co-operative Institutions mentioned in G.O.(P)No. 41/98 dated 9-3-1998 (whether they continue in service or relieved from service) who have been appointed through the Employment Exchange to the extent of their provisional service provided they possess a minimum service of one year in the provisional appointment. The maximum period of relaxation allowed to such persons will be five years. Once they get appointment on regular basis, the concessions will not be available to further appointment to any post. The candidates who are entitled to the above concession shall note the details thereof in the respective columns of the applications and submit a certificate original obtained from the Head of Office or Head of Department or Appointing Authority of the Co-operative Institutions concerned when the commission called for. The certificate should contain all the relevant particulars such as the post in which the applicant has/had provisional service, the scale of pay, name of the Co-operative Institution in which he/she has/had worked, the date of commencement of provisional service and the date of termination of the provisional service. It should also be noted in the certificate that the applicant is not holding regular appointment under the Co-operative Institution. The original Certificate thus produced will not be returned to the candidate.

7. Qualifications:
1. Pass in SSLC
 2. Typewriting (English) Higher (KGTE/ MGTE).
 3. Typewriting (Malayalam) Lower (KGTE)
 4. Short hand (English) Higher (KGTE/MGTE)
 5. Short hand (Malayalam) Lower (KGTE)

8.Mode of sending Application:

The application shall be submitted on-line only. The application forms of the PSC designed for processing through Optical Mark Reader will not be considered for this post. Detailed instructions regarding the submission of applications are available in the website of the Kerala Public service Commission viz. www.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.

9. Last date for receipt of applications: **02.02.2011 Wednesday upto 5 PM**

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

11. Sub paras 5,8,9,10,11,12,13 in para 2 and para 7 of the general conditions are not applicable to this post.
(For details, please see the General Conditions given)

P.C.BINOY
SECRETARY
KERALA PUBLIC SERVICE COMMISSION