

EXTRA ORDINARY GAZETTE DATE : 03.08.2020

LAST DATE : 09.09.2020

CATEGORY NO: 34/2020

Applications are invited from qualified candidates for appointment in the undermentioned post in Kerala Government Service. Applications must be submitted online only through the official website of the Kerala Public Service Commission after 'ONE TIME REGISTRATION'.

1	Department	:	Technical Education
2	Name of Post	:	Matron (Female) (Engineering/ Polytechnic Hostels)
3	Scale of pay	:	Rs.20000-45800/-
4	Number of vacancy	:	2 (Two)

The Ranked list of selected candidates published by the Commission in response to this notification shall remain in force for a minimum period of one year provided that the said list will continue to be in force till the publication of a 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 from the said list against the vacancies reported to the Commission in writing during the period of currency of the list.

5	Method of appointment	:	Direct Recruitment (From woman candidates only)
6	Age limit	:	35-50. Only candidate born between 2-1-1970 and 1-1-1985 (Both dates included) are eligible to apply for the post.
7	Qualifications	:	1. S.S.L.C 2.Experience as female House Keeper or Matron in a Hostel or other Institution. Desirable : Knowledge of Accounts.

- Note :-
1. The applicant should be prepared to stay in the hostel or Institution to which she is posted.
 2. This post is exclusively reserved for women.
 3. The name of the Institution and period of service should be furnished in the column prescribed for noting the experience in the application.
 4. The Experience Certificate obtained from private institutions shall be got attested by the District Social Welfare Officer.
(Candidates should produce experience certificate in the form appended below)

FORM OF CERTIFICATE OF EXPERIENCE

Name of Institution :
Registration No. with date of Registration :

CERTIFICATE OF EXPERIENCE

Issued to (here enter Name and Address)
..... This is to certify
that the above mentioned person has worked/ has been working / is working in this
Institution as Matron / Female House Keeper (here enter the
name of post holding or held or the nature of assignment holding or held in the
Institution) on Rs..... per day / per mensem for a period of
..... years months..... days from to
.....

Place: Dated Signature, Name and Designation
Date of Issue : of Issuing Authority with the Name
of the Hostel / Institution.

(Seal of Office)

Certified that Smt. Mentioned in
the above experience certificate has actually worked / is working as Matron / House
Keeper (specify nature of employment) in the above Institution
during the period mentioned therein as per the entry in the Register
..... (Name of the Register to be specified) maintained by the
employer as per the provision of the Act (Name of
Act / Rules to be specified).

Also certified that I am the authorised officer to inspect the Registers kept by
the employer as per the provisions of the Act/ Rules of the
State / Central Government.

Place: Signature with Date, Name of attesting
Date : officer with Designation and
Name of Office

(Seal of Office)

N.B :- The veracity of the Experience Certificate will be subjected to scrutiny and
legal actions will be initiated against those who issue or produce bogus certificate.

Note:- i)Rule 10 a (ii) of Part II KS&SSR is applicable.

ii) Candidates who claim equivalent qualification instead of qualification mentioned in the Notification shall produce the relevant Government order to prove the equivalency at the time of verification, then only such qualification shall be treated as equivalent to the prescribed qualification concerned.

iii) In the case of difference in original caste/ community claimed in the application and that entered in SSLC book, the candidates shall produce a Gazette notification in this regard, along with Non Creamy Layer Certificate/Community Certificate at the time of certificate verification.

iv)Candidates should obtain experience certificate in the given format and enter details regarding experience (certificate number, date, name of post, period, issuing authority, name of institution etc) and upload scanned image of the same before submitting application. Candidates should produce the Certificate as and when asked for the same.

8. Mode of submitting Application:-

a. 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 login 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. The photograph uploaded should be taken after 31.12.2010. Name of the candidate and the date of photograph taken should be printed legibly at the bottom portion in white background. The photograph once uploaded meeting all requirements shall be valid for 10 years from the date of uploading. There is no change in other instructions regarding the uploading of photographs. No application fee is required. Candidates shall take a printout of the application by clicking the link Registration Card in their profile. Candidates are responsible for the correctness of the personal information and secrecy of password. Before the final submission of the application on the profile candidates must ensure correctness of the information in their profile. They must quote the User-ID for further communication with the commission. Application once submitted is received as provisional and details cannot be deleted or altered after the last date of receipt of applications. The application submitted not in accordance with the conditions stipulated in the notification will be summarily rejected in due course of processing. Documents to prove qualification, age,community, experience etc. have to be produced as and when called for. The profile correction made by the candidate or in the office of the KPSC on request after the last date fixed for the receipt of application will not reflect in the application. Such corrections will be in effect on the date on which correction is made.

b. Appropriate disciplinary action as per Rules of Procedure Rule 22 shall be initiated against those candidates who submit applications with bogus claims of qualification regarding education, experience etc and submit confirmation for writing the examination, irrespective of whether they are present or absent for the examination.

c. 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 periods regarding the submission of confirmation and 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 phones registered in it.

d. Candidates who have AADHAAR card should add AADHAAR as ID Proof in their profile.

9. Last date for submission of application:- **09.09.2020**, Wednesday upto 12.00 midnight.

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

(Candidates must see the General Conditions in Part II of the Gazette Notification for instructions regarding Photo, ID Card etc.)

SAJU GEORGE,
SECRETARY,
KERALA PUBLIC SERVICE COMMISSION.