

Extra Ordinary Gazette Date : 31/12/2020

Last Date : 03/02/2021

CATEGORY NO: 479/2020

(By transfer)

Applications are invited online only from qualified candidates for selection to the undermentioned post in Kerala Administrative Tribunal. Applications must be submitted online only through the official website of the Kerala Public Service Commission after "ONE TIME REGISTRATION".

- 1. Department** : Law Department-Govt Secretariat
- 2. Name of Post** : Legal Assistant Gr.II
- 3. Scale of pay** : Rs.29200-62400
- 4. Number of vacancies** : 2(Two) Anticipated vacancies.(Reserved for appointment from any category in Kerala Secretariat Subordinate Service)

The vacancies mentioned above are anticipated vacancies in the year 2021. 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 noted above and also against the vacancies if any reported to the Commission during the period of the currency of the list.

5 Method of appointment : By transfer recruitment from any category in Kerala Secretariat Subordinate Service.

Note:-In the absence of qualified persons for appointment by transfer from any Category in Kerala Secretariat Subordinate Service, the vacancies earmarked for that category shall be filled up from qualified persons for appointment by transfer from any category in any department under the Govt. or in the service of the High Court of Kerala and vice-versa. If qualified persons are not available for appointment by transfer from the categories mentioned above,such vacancies shall be filled up by direct Recruitment.

- 6. Age limit** : 18-50. Only candidates born between 02.01.1970 and 01.01.2002 (both dates included) are eligible to apply for this post.

[Conditions regarding the age relaxation are not applicable to this post]

7. Qualifications:

- 1 Degree in Law of any recognized University
- 2 A minimum service of 3 years in Kerala Secretariat Subordinate Service.

Note:(a)

- 1 All the employees of the Departments of the Secretariat who are qualified for appointment to this category shall be eligible for appointment under Secretariat quota along with other categories in the Kerala Secretariat Subordinate Service.
- 2 Those who secure not less than 40% marks in the examination conducted by Kerala Public Service Commission for selection to the post of Legal Assistant Gr.II shall only be eligible for selection to By transfer appointment. If the cut off mark of General category for Direct recruitment drops below 40%, that yardstick, will be applicable to the By transfer appointment also.
- 3 Temporary/ provisional employees appointed through employment exchange or other means are not eligible to apply for this post.

Note:(b)

- 1 The rules regarding the reservation of appointment contemplated in the Rules 14 to 17 in Part II of Kerala State and Subordinate Service Rules 1958 are not applicable to this selection.
- 2 KS &SSR Part-II Rule 10(a)(ii) is applicable.
- 3 Candidates who claim equivalent qualifications 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.
- 4 In the case of difference in original caste/ community claimed in the application and that entered in SSLC book, the candidate shall produce a Gazette notification in this regard, along with Non Creamy Layer Certificate/ Community Certificate at the time of certificate verification.

Note(c):-The candidates who apply for By transfer recruitment should upload the Service Certificate obtained from the Head of Office/ Department showing service particulars in the format given below in their OTR profile and the same should be produced in original as and when called for by the Commission.

<u>Service Certificate</u>		
1	Name of the Employee	:
2	Name of post held by the applicant, scale of pay, pay now drawn	:
3	Name of the Department	:
4	Name of Subordinate Service	:
5	Whether the candidate belongs to Probationer/Approved	:

	Probationer/ Full Member						
6	Service Particulars						
Sl.No	Name of Post held	Period		Length of Service			Date of declaration of probation
		From	To	Year	Month	Days	
Total Service:							

Certified that the above details in respect of Sri./Smt....., who is a probationer/ approved probationer/ full member of the subordinate service have been verified by me with the service particulars of the candidate and that they are found correct.

Place:

(Office Seal)

Signature

Date:

Name & Designation of
Head of Office/ Department

8 Mode of Submitting applications:

(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 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. 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. 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 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 submitted is provisional 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 correspondence 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.

(B) 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 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.

(C) 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.

(D) Candidates who have AADHAAR card should add AADHAAR as ID Proof in their profile.

9 Last date for receipt of applications :- 03.02.2021 Wednesday upto 12.00 midnight.

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

(For details including Photo, ID card etc., refer the General Conditions given in Part II of the Notification)

Saju George
Secretary
Kerala Public Service Commission