

GAZETTE DATE : 31/12/2022

LAST DATE : 01/02/2023

CATEGORY No. 697/2022

Applications are invited Online only from qualified candidates for appointment in the under mentioned post in Universities in Kerala. Before applying for the post the candidates should register as per the One Time Registration through the official website of Kerala Public Service Commission. Candidates who have already registered can apply through their profile.

1. **Department** : Universities in Kerala
2. **Name of Post** : Last Grade Servant
3. **Scale of pay** : ₹ 23,000 – 50,200 /-
4. **Number of vacancies** : Not Estimated

The 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 vacancy noted above and also against the vacancies if any reported to the Commission during the currency of the list.

Note :-

- i) This notification will be applicable to selection to the above mentioned post in all the universities mentioned in Rule 2a (i to xiii) of the Kerala Public Service Commission (Additional Functions as respects the Service under the Universities) Act 2015 and of the Universities added in this Act as per law in due course.
- ii) Only one ranked list will be published in pursuance of this notification and candidates will be advised from that list against all the vacancies reported for the post from all the Universities mentioned above. As such a candidate need send only one application. Candidates will be advised for recruitment to each University according to the order in which vacancies are reported from each University and in accordance with the ranks secured by them subject to the rules of reservation and rotation in force. Candidates will have no right to claim appointment to any particular university. Once advised his/her turn will be over and he/she will have no further claim for being considered for appointment from the ranked list to another university. As common ranked list is prepared for more than one university on the basis of a common selection, a candidate appointed in a university and relieved for want of vacancy can register his/her name in the office of Kerala Public Service Commission and in such case he/she will be advised for appointment against the next vacancy reported from any of the above mentioned universities. His/her service in the former university will be counted for probation in the newly appointed universities. For reappointment in the present university itself, no registration is necessary but one has to wait till vacancy arises in that university.
- iii) 4% of the total vacancies of those posts included in Last Grade Service identified vide G.O(P) No.7/2022/SJD 28-10-2022 shall be reserved for eligible Differently Abled Candidates with specified Percentage of disability.

5. **Method of appointment** : Direct Recruitment.
6. **Age limit** : 18-36. Only candidates born between 02.01.1986 and 01.01.2004 (both dates included) are eligible to apply for this post with usual relaxation to Scheduled Castes, Scheduled Tribes and other

Backward Communities. (For conditions regarding the age relaxation please see Part II Para 2 of the General Conditions).

7. **Qualifications** :
1. Should have passed standard VII
 2. Should not have acquired any graduation

Note: Criteria in LGS Rules are also applicable (Last Grade Service Rules in Government Departments- G.O(P) No.82/66/PD dated 08.03.1966 , G.O (Ms)21/2011/P&ARD dtd 01.07.2011)

- Note:-**
1. Rule 10 a (ii) of part II of KS&SSR is applicable.
 2. Women and Differently Abled candidates are not considered against vacancies of posts included in LGS Service in which they are not eligible .

Probation : Every person appointed to the post shall from the date on which he/she joins duty be on probation for a total period of one year on duty within a continuous period of three years.

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 the post. The photograph uploaded should be one taken after 31.12.2012. The newly registered candidates should upload photographs taken within six months of registration. 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 print out 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. The profile correction made by the candidates themselves or through the office of the KPSC on request after the last date fixed for the receipt of applications will not be reflected in the application. Such correction will come into effect only on the date on which correction have been made.
- (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) "Candidates who have AADHAAR Card should add AADHAAR as ID Proof in their profile."

9 **Last date for receipt of applications :- 01-02-2023 Wednesday up to 12 Midnight.**

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

11. Special Instructions to candidates

- (a) 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 Non Creamy Layer Certificate/Community Certificate at the time of certificate verification.
- (b) 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.
- (c) 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 ,ID Card , etc. refer the General Conditions given in part II of the Gazette Notification.)

SAJU GEORGE
SECRETARY
KERALA PUBLIC SERVICE COMMISSION