

GAZETTE DATE : 15.06.2023

LAST DATE : 19.07.2023

CATEGORY NO: 111/2023 - 115/2023

SECOND NCA NOTIFICATION

(SOCIETY CATEGORY)

Applications are invited on-line only by 'One Time Registration' from qualified regular employees belonging to **Ezhava/Billava/Thiyya, Scheduled Caste, Muslim, Latin Catholic/Anglo Indian, OBC Communities of the Member Societies affiliated to Kerala State Co-operative Coir Marketing Federation Limited for appointment** in the under mentioned post.

- 1. Name of concern : Kerala State Co-operative Coir Marketing Federation Limited.**
- 2. Name of post : Sales Assistant GR II**
- 3. Scale of Pay : ₹ 15190 – 30190/-**
- 4. Number of Vacancies :**

| Category No | Community | Vacancies |
|-------------|-----------------------------|-----------|
| 111/2023 | Ezhava/Billava/Thiyya | 01 (One) |
| 112/2023 | Scheduled Caste | 02 (Two) |
| 113/2023 | Muslim | 01 (One) |
| 114/2023 | Latin Catholic/Anglo Indian | 01 (One) |
| 115/2023 | OBC | 01 (One) |

Note:

(i) The above vacancies are now in existence. The Ranked list published as per this notification will be valid until candidates are advised and appointed against the vacancies earmarked to the above mentioned Communities but remains unfilled due to paucity of candidates during the currency of the Ranked List published on 09.04.2021 for the above post notified under Category No. 387/2018. This is the Second NCA notification issued due to non-availability of qualified candidates belonging to the above communities in response to the First NCA notification (Gazette dated : 15/12/2021, Category No. 627/2021 – 631/2021).

(ii) The selection in pursuance of this notification will be made on statewide basis.

(iii) As per Rule 184 of KCS every person appointed to this post shall from the date on which he/she joins duty be on probation for a period of One year on duty within a continuous period of two years.

(iv) Candidates who are appointed as Sales Assistant Grade II by Direct Recruitment through Public Service Commission will have to work in showrooms outside Kerala.

5. Method of appointment: Direct Recruitment from among the eligible employees belonging to Ezhava/Billava/Thiyya, Scheduled Caste, Muslim, Latin Catholic/Anglo Indian, OBC Communities of the Member Societies affiliated to Kerala State Co-operative Coir Marketing Federation Limited.

Note:-

(i) Application submitted by candidates who are not regular employees of member societies affiliated to Kerala State Co-operative Coir Marketing Federation Limited. and who belong to communities other than Ezhava/Billava/Thiyya, Scheduled Caste/ Scheduled Tribe, Muslim, Latin Catholic/Anglo Indian, OBC will be rejected. Individual communication regarding the rejection will not be issued to such candidates.

(ii) In the absence of candidates belonging to scheduled caste community, candidates belonging to scheduled Tribe community will also be considered.

6. **Age** : **18 – 50 years**. Candidates born between **02.01.1973 and 01.01.2005** (Both dates included) are only eligible to apply for this post.

7. **Qualifications:**

- 1) Must have 3 years regular service in any cadre in the Member Societies affiliated to the Kerala State Co-operative Coir Marketing Federation Limited. Candidates selected under this Category should be in service of the Member Society not only on the date of application but also on the date of appointment to the new post.
- 2) Degree in any discipline from a recognized University.
- 3) Should have studied Hindi atleast upto +2 level
- 4) Typewriting English (Lower) KGTE

OR

Successful completion of a course not less than six months duration in Computer Application recognized by State or Central Government.

Link: [Equivalent qualifications admitted in the previous selection](#)

Note:- (1) Rule 10 (a) (ii) Part II of KS&SSR is applicable.

(2) The requirement that the employees should be in service of the society on the date of appointment to the Post in pursuance of this notification will not be applicable to those who were recruited through the PSC to a post in the Apex/Central Societies reserved for the employees of the affiliated Primary Co-operative/Member Societies, provided they are continuing in service in that post.

(3) In addition to the qualifications prescribed in this notification, the qualifications recognized by Executive Orders or by Standing Orders of Government as equivalent to a qualification specified for a post in the Special 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. The eligible employees of Member Societies affiliated to Kerala State Co-operative Coir Marketing Federation Limited. who apply for the above post should obtain the Service Certificate from the **Project Officer (Coir) in Department of Coir Development** showing the details of service of the applicant, which render them, eligible to apply for the post and shall be produced when required by the Commission. **The Application that upload Service Certificate at the time of submission will only be considered.** The Service Certificate should contain the following details.

SERVICE CERTIFICATE

1. Name of the Candidate :
2. Name of the post/posts held by the applicant :
with scale of pay of the post and the post now

held and pay now drawn by the applicant and the period of regular service in each post

3. Name of affiliated Member Society in which :
the applicant is employed and the date of
affiliation with Kerala State Co-operative Coir
Marketing Federation Ltd.
4. Date of commencement of regular service in the :
Society and the post in which the applicant is
now working

Certified that the above details in respect of Sri/Smt
(Name and address) who is a regular employee in the affiliated Member Society have been verified by me
with the service particulars of the candidate and that they are found correct.

Place :
Date :

Signature & Name of the
Project Officer (Coir)
Department of Coir Development

(Office Seal)

9. 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 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 one taken after 31.12.2012. **Candidate who register first time should upload photo taken within 6 month from the date of their registration.** Name of the candidate and the date of photograph taken should be printed legibly at the bottom portion of the photograph. 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 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.

(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 Calender 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 Card as I.D Proof in their profile.**

10. Last date for receipt of application : **19.07.2023 Wednesday up to 12 midnight**
11. Address to which applications are to be sent: www.keralapsc.gov.in
12. Para 2 , 5(a), 7 of the General Conditions are not applicable to this post.

13. 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 Non-creamy layer Certificate/ Community certificate at the time of certificate verification.
- 2) Candidates are required to acquaint themselves with the instructions given in the notifications 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) As per Rule 22 of KPSC Rules Of Procedure, candidates making false claims about qualifications such as education, experience etc. and submit confirmation for writing the examination, irrespective of whether they are present or absent for the examination, are liable to be disqualified for being considered for the post they applied for, or debarment from applying to the Commission either permanently or for a specific period, or the invalidation of their answer scripts in the examination or products in the practical test they attend, or the initiation of legal proceedings against them, or removal or dismissal from office or any disciplinary/ legal action against them if they have already been appointed, or any one or more of the above.

(For details including photo, ID cards etc, refer to the General Conditions at the end of the Gazette Notification).

SAJU GEORGE
SECRETARY
KERALA PUBLIC SERVICE COMMISSION