LBS CENTRE FOR SCIENCE AND TECHNOLOGY

(A Government of Kerala Undertaking)
Nandavanam, Palayam, Thiruvananthapuram - 695 033, Kerala
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No.B2/2454/2020   Dated: 29/10/2022

NOTIFICATION

I.   Applications are invited from qualified hands for appointment to the post of **L.D. Clerk** under LBS Centre for Science and Technology, Palayam, Thiruvananthapuram.   The Name of Post, Scale of Pay, probable number of vacancies and required qualifications are detailed below.

Method of Appointment: Direct Recruitment

Category No.	Name of Post	Scale of Pay	No. of vacancies	Qualification
01/2022	L.D. Clerk	18000-41500 (Pre revised)	5	1. Bachelors Degree in any subject awarded by a recognized university. 2. Diploma in Computer applications obtained from a Govt. /Govt. undertaking institution after a course of study of minimum six (6) months duration. **OR** BCA / B Sc (Computer Science) / B Sc (Information Technology) / B Tech (Computer Science) / B Tech (Information Technology) / MCA / M Sc (Computer Science) / M Sc (Information Technology) / M Tech (Computer Science) / M Tech (Information Technology) awarded by a recognized university.

Age Limit: Candidate shall be within the age limit of 18 to 36 as on 01/01/2022. The maximum age limit shall be raised by 5 years for SC/ST candidates and 3 years for OBC candidates. Differently abled candidates and Ex-service men candidates are also eligible for relaxation in upper age limit as per rules, subject to the condition that in no case the

II.   General conditions regarding submission of applications

1)   Application shall be submitted online to the Director, LBS Centre for Science and Technology, Palayam, Thiruvananthapuram in the format prescribed in the website of LBS Centre for Science and Technology (**www.lbscentre.kerala.gov.in**)

2)   The application fee shall be Rs.750/- for General candidates and Rs.375/- for candidates belonging to SC/ST Communities/Eligible Differently abled candidates. The mode of payment shall be through online only. Cash/DD/Money Order/Cheque etc. will not be accepted. The application fee once remitted will not be refunded under any circumstances.

3)   Candidates employed in Central Government/ State Government/ Public Undertaking/ Autonomous Bodies etc. shall obtain a certificate from the head of the Institution stating that the candidate shall be relieved from the Institution if selected. This should be submitted on demand.

4)   All the applicants will be admitted provisionally for the examination. The original documents to prove qualifications, date of birth, community, disability etc. have to be produced for verification as and when called for. The applications of candidates without required educational qualifications and who are found not within the prescribed age limit, on verification will be rejected.

5)   All the original documents to prove claims of reservations and relaxation in upper age limit shall be produced at the time of certificate verification.

6)   The last date and time of submitting online application shall be Wednesday, 30/11/2022 up to 12 midnight and online payment shall be Friday, 02/12/2022 up to 12 midnight.

III.   General conditions of Appointment

1)   Candidates belonging to Scheduled Caste, Scheduled Tribe, Other Backward Communities, Differentially abled and Ex-service men categories are eligible for relaxation in upper age limit as per the norms as followed by the Kerala P.S.C. for Direct Recruitment in Government services.

2)   Candidates applying for the post should have attained the prescribed qualifications on or before the closing date of online submission of application.

3)   Examination (OMR based) will be conducted in all the districts in Kerala. Examination Centers/Districts may be limited according to the number of candidates registered in each district. Computer proficiency test will be conducted at Thiruvananthapuram.

4)   No TA/DA will be paid for the tests.

5) The benefits which are not claimed in the submitted online application form will not be considered later.

6) Selected candidates will have to work anywhere within Kerala in any institution under LBS Centre for Science and Technology.

IV   Method of Selection

1. <u>Objective Type test</u>

   An Objective Type Test (OMR based) will be conducted for all the candidates who submitted valid application and a short list of provisionally eligible candidates, subject to the verification of original documents, shall be prepared on the basis of the marks obtained in the objective type test.

2. <u>Computer Proficiency Test</u>

   A Computer Proficiency Test will be conducted only for those candidates who are short listed on the basis of the objective type test. Candidates who secure a minimum of 40% of marks in the computer proficiency test alone shall be eligible for inclusion in the rank list. Rank list will be prepared only on the basis of the marks secured by each candidate in the objective type test. Marks secured in the computer proficiency test will not be reckoned for the purpose.

3. <u>Appointment</u>

   Candidates will be appointed from the rank list against the existing vacancies, during the validity period of the rank list, following the Rules of Reservation and Rotation as stipulated in the Kerala State and Subordinate Service rules 1958.

V   Validity of Rank Lists

Rank list shall be valid for a minimum period of 1 (one) year and maximum period of 3 (three) years from the date of publication of the respective list.

VI.   Mode of submitting the Online Applications.

- Candidates can apply for the post of Clerk through online from **"www.lbscentre.kerala.gov.in."**
- A valid mobile number is required for online registration for sending the registration details/ instructions.
- Candidate should upload his/her recent passport size photograph (taken within 6 months) and signature.

- Application fee will be collected through online mode only.

- After registration, candidates are advised to keep the printout of the application, Registration ID and Site Access Key for future reference.

- The application will be summarily rejected if non-compliance with the notification is found in due course of processing.

- The date of availability of admission ticket and the date of examination will be published in the LBS Website. Candidates need to download the admission ticket for the test through online mode only. No admission ticket will be sent to the candidates individually by post. Candidates are advised to visit LBS Website occasionally for further information.

- The printout of the application may be retained by the candidate for future reference. No need to send the printout to LBS Centre.

Dr. M.Abdul Rahiman
DIRECTOR