

भारतीय डाक विभाग
DEPARTMENT OF POSTS, INDIA

मुख्य पोस्टमास्टर जनरल कार्यालय, केरल परिसंडल, तिरुवनंतपुरम – 695 033
Office of the Chief Postmaster General, Kerala Circle, Thiruvananthapuram – 695 033

NOTIFICATION

No: Rectt/10-6/2023 Dated at Thiruvananthapuram-33, the

23.01.2023

Sub: Competitive Examination for recruitment to the cadre of Postal Assistants and Sorting Assistants from Gramin Dak Sevaks (GDSs) for the unfilled Limited Departmental Competitive Examination vacancy of Postal Assistant and Sorting Assistant of the year 2023 (01.01.2023 to 31.12.2023).

The Competitive Examination will be held on 12th March, 2023 (Sunday) for recruitment to the posts of Postal Assistant (Circle Office and Regional Offices), Postal Assistant (Post Office) and Sorting Assistant (Railway Mail Service) from Gramin Dak Sevaks (GDSs) for the unfilled Limited Departmental Competitive Examination (LDCE) vacancy of Postal Assistant and Sorting Assistant of the year 2023 (01.01.2023 to 31.12.2023). Accordingly, applications are invited from the willing and eligible GDSs in the format enclosed (Annexure-I). The schedule of activities of the examination is furnished hereunder:

Sl. No.	Activity	Proposed Date (Schedule)
1.	Date of notification	23.01.2023 (Monday)
2.	Last date for receipt of Application form at Divisional Office/Controlling Unit from eligible candidates	14.02.2023 (Tuesday)
3.	Receipt of duly filled in Application forms at the Regional Office to be sent by Divisional Office/Controlling Unit duly verified.	20.02.2023 (Monday)
4.	Receipt of duly filled in Application forms at the Circle Office (Nodal Officer) to be sent by RO duly verified.	23.02.2023 (Thursday)
5.	Issue of Admit Card by CO/RO/DO/Unit to eligible candidates	06.03.2023 (Monday)
6.	Date of Examination (date & time)	12 th March, 2023 (Sunday)*

*Exam will commence exactly at 10:00 AM in all the Circles and both Paper-I & II will be conducted in continuity.

2. **Vacancies:** The vacancies will be filled up through GDS, only if, there are unfilled vacancies of promotion quota of eligible officials through LDCE to the post of Postal Assistant and Sorting Assistant.

3. **Eligibility Criteria:-** As per the Department of Posts (Postal Assistant & Sorting Assistant) Recruitment Rules 2022, notified vide GSR 459 (E) dated 17.06.2022 as amended vide Department of Posts (Postal Assistant and Sorting Assistant) Recruitment (Amendment) Rules 2023, notified vide GSR 21(E) dated 13.01.2023, following conditions are to be fulfilled:

- (i) **Educational Qualification:** (a) 10+2 standard pass from a recognised Board, and (b) knowledge of working on Computer.
- (ii) **Age:** Should be within forty (40) years of age (relaxable for different categories as notified by the Government of India from time to time).
- (iii) **Service eligibility:** Five (05) years regular engagement as Gramin Dak Sevaks.

Note: The crucial date of eligibility for reckoning the eligibility conditions as above shall be 01.01.2023.

4. **Pattern & Syllabus of Examination:** The examination will be conducted as per the revised pattern and syllabus circulated by Directorate vide letter No.17-08/2018-SPB-I dated 10.05.2019 under Annexure-C which shall be read with letter No.17-08/2018-SPB-I (pt.) dated 10.06.2019 and 17-08/2018-SPB-I dated 20.06.2019, 26.06.2019, 28.06.2019, 11.07.2019, 23.07.2019, letter No.17-08/2018-SPN-I dated 09.09.2021, letter No.17-08/2018-SPN-I (pt.) dated 21.11.2022, and letter No.17-08/2018-SPN-I dated 19.12.2022 enclosed as Annexure-II.


Note: The 'Skill test of data entry' will be conducted subsequently as per the instructions on the subject.

5. Applicants are required to indicate the order of preference of all Divisions / Units (in a proforma). The proforma for order of preference is enclosed as Annexure-A. Allotment of Division / Unit will be made as per merit-cum-preference basis subject to availability of vacancy. Order of preference can be submitted by the candidates at the time of declaration of vacancy position. Divisions/units can submit the order of preference of the candidates in one lot on declaration of vacancy position.

6. **Centres of Examination:** The examination will be conducted at all Circle / Region Headquarters only. The candidates will have to appear from the respective Centres of their Circle only and under no circumstances, they be permitted to appear from other Circle's Centres.

7. The Guidelines issued vide letter F.No.29-6/2019-DD-III dated 10.08.2022 by Department of Empowerment of Persons with Disabilities (Divyangjan) and the guidelines for Persons with Benchmarks Disabilities, circulated vide letter No. SC-12-6/2022-SCT-DOP dated 31.03.2022 shall be followed in letter and spirit.
8. The Standard Operating Procedure (SOP) issued vide letter No. A-34012/02/2022-DE dated 11.08.2022 to be followed in the conduct of the examination at every stage.
9. Department vests power to cancel this notification of the examination, if anything unfair is found during the recruitment process.
10. The candidates who are willing to apply for the examination should ensure that they fulfill/satisfy all the eligibility criteria/conditions/instructions (mentioned at para 1 to 7) for appearing in the examination.
11. This notification may be given wide publicity amongst all GDSs working in Divisions/Units.
12. This notification is also available on the Departmental website i.e. www.indiapost.gov.in and www.keralapost.gov.in.
13. This issues with the approval of the Competent Authority.

Encl: - Annexure-I, II & A


[Nandakumar S]
Asst. Director (Estt.& Rectt.)

Copy to:-

1. The Postmaster General, Central Region/ Northern Region – for information and necessary action.
2. All the SSPOs/ SPOs in Kerala Circle – for information and necessary action.
3. The SSRM 'TV'/ SRM 'EK'/ SRM 'CT' Division – for information and necessary action.
4. The Supdt., PSD Thrissur - for information and necessary action.
5. The Manager, MMS Ernakulam - for information and necessary action
6. The Officer-in-Charge, P&T Admin Cell, Kamptee- 900746 – for information and necessary action.


Asst. Director (Estt.& Rectt.)

Hall Permit no.

ANNEXURE-I

Application form for **Competitive Examination** for recruitment to the cadre of Postal Assistants/ Sorting Assistants from **Gramin Dak Sevaks (GDS)** for the unfilled LDCE vacancy of Postal Assistants and Sorting Assistants of the year 2023 (01.01.2023 to 31.12.2023)

Affix recent passport sized photograph duly attested by Unit Head

Note: All Particulars shall be filled up in BLOCK letters

Sl. No.	Particulars	Detail(s)
1	Name of the candidate	
2	Gender (Male/ Female/Transgender)	
3	Category (BPM/ ABPM/ Dak Sevak)	
4	Date of Birth (DD/MM/YYYY) (attach self-attested matriculation certificate/ marks sheet)	DD / MM / YYYY
5	Community (UR/SC/ST/OBC/EWS) (attach relevant certificate)	
6	Whether belongs to PWD, if so, details thereof along with supporting documents.	
7	Educational qualification (attach self-attested copies of marks sheet)	
8	Office where presently attached	
9	Date from which continuing in GDS engagement	
10	Length of engagement rendered as GDS as on 01.01.2023 (YY/MM/DD)	YY / MM / DD
11	Age as on 01.01.2023 (YY/MM/DD)	YY / MM / DD
12	Whether any penalty in currency or Disciplinary Proceedings pending? If yes, details thereof	

DECLARATION:

I hereby declare that the particulars furnished in the application form are true, complete and correct to the best of my knowledge and belief and will be supported by the original documents as and when required. I fully understand that in case of False/ Incorrect information found at any stage, my candidature/ appointment will be summarily rejected/ terminated and appropriate action would be taken against me.

Date	
Place	

Signature of Candidate

I certify that I have verified the particulars of candidate from service record and found correct. The candidature of the applicant is RECOMMENDED/NOT RECOMMENDED. In case NOT RECOMMENDED reasons therefore.

Date	
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Signature of Divisional/ Unit Head with designation stamp

Preference of Division for recruitment to the cadre of PA/ SA for the year 2023

Name of the candidate	Designation and office	Date of Birth	Category

Order of preference:

Sl. No.	Division/Unit	Order of Preference (1,2,3..)
1	O/o the Chief Postmaster General, Thiruvananthapuram	
2	O/o the Postmaster General, Kozhikode	
3	O/o the Postmaster General, Kochi	
4	Trivandrum South	
5	Trivandrum North	
6	Kollam	
7	Pathanamthitta	
8	Tiruvalla	
9	Alapuzha	
10	Aluva	
11	Kottayam	
12	Changanassery	
13	Idukki	
14	Ernakulam	
15	Lakshadweep	
16	Mavelikkara	
17	Irinjalakuda	
18	Thrissur	
19	Palakkad	
20	Ottapalam	
21	Tirur	
22	Manjeri	
23	Calicut	
24	Vadakara	
25	Thalassery	
26	Kannur	
27	Kasaragod	
28	RMS 'TV'	
29	RMS 'EK'	
30	RMS 'CT'	
31	MMS Ernakulam	

Date	
Place	

Signature of Candidate

Date	
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Signature of Divisional/ Unit Head with designation stamp