

**GOVERNMENT OF INDIA**  
**DEPARTMENT OF POSTS**  
**OFFICE OF THE CHIEF POSTMASTER GENERAL**  
**KERALA CIRCLE, THIRUVANANTHAPURAM- 695 033**

Notification No. RECTT/4-3/2011/II dated at Thiruvananthapuram 33, the 11<sup>th</sup> August 2012

**DIRECT RECRUITMENT OF POSTAL ASSISTANTS/SORTING ASSISTANTS / POSTAL ASSISTANTS**  
**(SAVINGS BANK CONTROL ORGANIZATION)**

Applications are invited from the eligible Applicants for filling of vacancies of POSTAL ASSISTANTS/SORTING ASSISTANTS/POSTAL ASSISTANTS (SAVINGS BANK CONTROL ORGANIZATION)

The details of the vacancies in each DIVISION/UNIT in the Circle are furnished as hereunder:

Sl. No.	Name of Division/Unit	Details of vacancies						Physically Handicapped	
		OC	SC	ST	O.B.C	Ex-Service men	PH I	PH II	
<b>POSTAL ASSISTANT</b>									
1	Pathanamthitta	04	01	00	02	01	00	00	
2	Tiruvalla	07	00	00	04	01	01	00	
3	Mavelikara	02	01	00	01	00	00	00	
4	Idukki	02	00	00	01	00	00	00	
5	Ernakulam	02	00	00+ 01 (Backlog)	01	00	00	00	
6	Irinjalakuda	03	00	00	01	01	00	00	
7	Thrissur	04	00	00	02	01	00	00	
8	Palakkad	08	02	00	03	02	00	01	
9	Manjeri	04	01	00	01	01	00	00	
10	Calicut	02	00	00	01	00	00	00	
11	Thalassery	02	01	00	01	00	00	00	
12	Kannur	03	01	00	01	00	00	00	
13	Kasaragod	02	00	00	01	01	00	00	
	<b>Total</b>	<b>45</b>	<b>07</b>	<b>00+ 01 (Backlog)</b>	<b>20</b>	<b>08</b>	01	01	
<b>SORTING ASSISTANT</b>									
1	RMS 'TV'	14	03	01	05	03	00	01	
2	RMS 'EK'	13	05+ 01 (Backlog)	00	04	03	01	00	
3	RMS 'CT'	07	01+ 02 (Backlog)	00	04	01	00	00+ 01 (Backlog)	
	<b>Total</b>	<b>34</b>	<b>09+ 03 (Backlog)</b>	<b>01</b>	<b>13</b>	<b>07</b>	<b>01</b>	<b>01+ 01 (Backlog)</b>	
<b>POSTAL ASSISTANT (SAVINGS BANK CONTROL ORGANIZATION)</b>									
1	<b>SAVINGS BANK CONTROL ORGANIZATION</b>	<b>14</b>	<b>02</b>	<b>00</b>	<b>08</b>	<b>02</b>	<b>01</b>	<b>00</b>	

PH-I: Orthopedically Handicapped,  
PH-II: Hearing Handicapped

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2. The vacancies notified are likely to vary /change without any prior intimation.

3. Scale of Pay: Rs. 5200-20200 with Grade pay of Rs. 2400 + admissible allowance.

4. Age Limit: 18-27 years; The Age limit is relaxable for Applicants belonging to Scheduled Caste/ Scheduled Tribe Applicants up to 5 years and for Applicants belonging to Other Backward Classes up to 3 years and for Government servants up to the age of 40 years in accordance with the Instructions or orders issued by Government of India from time to time. Age relaxation for Ex-servicemen would be as per extant orders of government of India issued from time to time.

Note- The crucial date for determining the age limits shall be the closing date for receipt of Applications from Applicants in India (and not the closing date prescribed for those Applicants residing in Assam/Meghalaya/Arunachal Pradesh/Mizoram/Manipur//Nagaland/Tripura/Sikkim/ Ladakh division of J&K state, Lahul & Spiti District of HP and Pangi sub division of Chamba Dist in HP, Andaman & Nicobar Islands and Lakshadweep).

5. Educational Qualification: (i) 10 +2 Standard or 12th Class pass with at least 60 % marks and above, from any recognized University/Board of School Education, Board of Secondary Education with **English as a compulsory subject (excluding vocational streams)** for OC candidates, 55 % and above for Other Backward Classes and 45% and above for Scheduled Castes/Scheduled Tribes shall apply.

(ii) Should have studied local language of the State or Union Territory of the Postal Circle concerned or Hindi as a subject at least in Matriculation or equivalent.

6. Pattern of Examination:- The Applicants shall be subjected to an Aptitude Test with a total 100 marks covering the following subjects/topics. Aptitude Test (Paper-I) will be comprising following four parts (A/B/C/D). The total duration of the Aptitude Test will be 2 hrs (120 Minutes). There is no negative marking.

Part 'A'	25 Questions on General Knowledge - Questions on current events, sports, history, geography, basic economics, general polity, Indian Constitution, science environment etc. - 25 Marks
Part 'B'	25 Questions on Mathematics of matriculation standard which may cover number system, simplification, decimals, corrections, simple and compound interest, per centage, average, profit & loss, discount, menstruation, time & work and time & distance etc. - 25 Marks
Part "C"	25 Questions on English covering grammar (prepositions, adverbs, conjunction, direct/ indirect speech, singular & plural, tenses, antonyms/synonyms etc - 25 Marks
Part "D"	25 Questions on Reasoning and analytical Ability - 25 Marks

6.1 Computer/ Typing Test (Paper-II): The Typing Test shall be for a duration of 30 minutes (15 minutes each for Typewriting and data entry) consisting of one passage of 450 words in English or 375 words in Hindi to be typed with a minimum speed of 30/25 words per minute respectively & Data entry of some figures and letters each carrying equal marks on Computers. The typing test and test of data entry operations will be conducted on Computer key board but not on type writer.

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7. Selection Process: All Applicants belonging to various categories who have obtained the following marks in 10+2 examination shall be called for appearing in the Aptitude Test

OC	60 % and above
SC/ST	45 % and above
OBC	55 % and above

No weightage of marks secured by the Applicants in 10+2 examination will be given while preparing the Merit List.

Applicants numbering five times the No. of vacancies in each category shall be declared qualified for appearing Computer/Typing Test based on the marks secured by them in Aptitude Test (Paper I). The minimum qualifying marks to be obtained in each part of Aptitude Test is:

OC	40% i.e., 10 marks in each part & 40 % in aggregate
SC/ST	33% i.e., 8 marks in each part & 33 % in aggregate
OBC	38% i.e., 9 marks in each part & 38 % in aggregate

The final merit shall be prepared on the basis of the aggregate marks obtained by the Applicants in the Aptitude Test (Paper I) only subject to their qualifying in Computer/Typing test( Paper 11). Allocation of successful candidates will be as per Sl. 25.1 of the Information Brochure/ Instruction sheet.

8. Cost of Application Form: The Application Form is sold at a Price of Rs. 50 and the sale will be through All Head Post offices and identified Post offices in the Circles. The sale will commence from 11-08-2012 and last date for sale closes on 25-09-2012. There will be no sale after 25/09/2012. **Details of all Head Post Offices and identified Post Offices in the Circle, which are authorised to sell the Application Form is enclosed to this Notification.**

9. Examination Fee: The Applicants have to pay the prescribed Examination fee of Rs. 200 and it should be deposited in an identified Post Office of this circle and obtain ACG-67/UCR receipt. ALL FEMALE CANDIDTES AND APPLICANTS BELONGING TO SCHEDULED CASTE/SCHEDULED TRIBE /PHYSICALLY HANDICAPPED CATEGORIES ARE EXEMPTED FROM PAYMENT OF EXAMINATION FEE. NO EXAMINATION FEE EXEMPETION HOWEVER AVAILBLE TO OBC APPLICANTS AND THEY ARE REQUIRED TO PAY THE EXAMINATION FEE IN FULL, Applications received without prescribed fee receipt shall be summarily rejected.

Note .1: Fee once paid shall not be refunded under any circumstances.

Note. II: Fee paid through any mode other than UCR/ACG-67 in Post Office will not be accepted.

**Note.III : Payment of Examination fee will be accepted only by the identified Post Offices.**

**Note.IV : The issue of ACG 67/UCR receipt towards payment of Examination fee will be stopped on the last date fixed for sale of the Application Form.**

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10. The Candidate has to apply for one Post only, and if a candidate submits more than one Application form, his/ her candidature shall liable to be cancelled and no communication will be sent in this regard

11. The Applicants have to indicate their option of Division, In the Circle, to which they intend to apply and also indicate the options for Examination Centres belonging to that Circle only. For Example, a candidate applying for Haryana Circle has to indicate options of divisions/units in Haryana Circle and also to indicate Examination Centres in that Circle only. Allotment of examination city in the Postal Circle is the prerogative of the Postal Department and change in allotment of Examination city is not permitted at any stage.

12. How to apply: The Applicants have to carefully read & follow the instructions given in Information Brochure/ Instruction sheet supplied along with Application form in filling the same. The Applications which do not conform to the conditions are liable to be rejected summarily.

13. Mode of despatch: The Applications duly filled in along with original receipt of ACG-67/UCR issued by the identified Post Office of this Circle towards payment of Examination fee have to be sent to "Direct Recruitment Cell, New Delhi HO, New Delhi-110001" through SPEED POST/REGISTERED POST OF INDIA POST only. The Applications received through Courier or delivered in person will not be accepted.

i) The Applicants need not enclose/attach copies of any Certificates/ Testimonials along with the Application except original ACG-67/UCR receipt issued by Post Office towards payment of Examination fee. All the applications are treated as provisional and admit card will be issued subject to his/her satisfying the eligibility conditions.

ii) The original OMR Application Form obtained through Post office alone should be used for applying for the Post. Xerox /Photostat copies will not be accepted under any circumstances.

14. The Applicants have to enclose a Window Envelope affixing a postage stamp of Rs.5 (provided along with their OMR Application form) and send it along with the filled OMR Application Form to enable for despatching the Admit Cards.

15. Last date for receipt of Applications by the Recruitment agency is fixed as 01-10-2012 and for those residing in Assam/ Meghalaya/Arunachal Pradesh/Mizoram/Manipur/ Nagaland/Tripura/Sikkim/ Ladakh Division of J &K state, Lahaul & Spiti District of Himachal Pradesh and Pangri sub division of Chamba Dist in Himachal Pradesh Andaman & Nicobar Islands and Lakshadweep will be 11-10-2012.

16. The Aptitude Test will be preferably conducted on a common date for all the Postal Circles in India. The Admit card issued to the candidates will be purely provisional subject to his/her satisfying the eligibility conditions.

17. Applicants may visit the website [www.indiapost.gov.in](http://www.indiapost.gov.in) on regular basis till the last date of examination so that he/she gets last minute update if any in schedule of examination/eligibility status/venue status/other information related to the Recruitment process.

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**KERALA CIRCLE****DETAILS OF IDENTIFIED POST OFFICES IN THE CIRCLE AUTHORISED TO SELL THE APPLICATION FORM  
KITS IN RESPECT OF PA/SA DIRECT RECRUITMENT EXAMINATION**

<b>Name of Division</b>	<b>Sl. No.</b>	<b>Names of identified Post Offices authorized to sell the application form</b>
Thiruvananthapuram (South)	<b>1</b>	<b>Thycaud HO</b>
		<b>Nedumangad MDG</b>
	<b>2</b>	<b>Neyyattinkara HO</b>
Thiruvananthapuram (North)	<b>3</b>	<b>Attingal HO</b>
	<b>4</b>	<b>Trivandrum GPO</b>
Kollam	<b>5</b>	<b>Kollam HO</b>
	<b>6</b>	<b>Karunagapally HO</b>
	<b>7</b>	<b>Kottarakkara HO</b>
Pathanamthitta	<b>8</b>	<b>Adur HO</b>
	<b>9</b>	<b>Pathanamthitta HO</b>
	<b>10</b>	<b>Punalur HO</b>
Tiruvalla	<b>11</b>	<b>Tiruvalla HO</b>
	<b>12</b>	<b>Chengannur HO</b>
Alappuzha	<b>13</b>	<b>Alappuzha HO</b>
		<b>Ambalapuzha MDG</b>
	<b>14</b>	<b>Cherthala HO</b>
Mavelikara	<b>15</b>	<b>Kayamkulam HO</b>
		<b>Haripad MDG</b>
	<b>16</b>	<b>Mavelikara HO</b>
Changanassery	<b>17</b>	<b>Changanassery HO</b>
	<b>18</b>	<b>Kanjirappally HO</b>
		<b>Mundakayam MDG</b>

Kottayam	19	<b>Kottayam HO</b>
	20	<b>Palai HO</b>
	21	<b>Vaikom HO</b>
Idukki	<b>22</b>	<b>Kattappana HO</b>
		<b>Vandiperiyar MDG</b>
	<b>23</b>	<b>Thodupuzha HO</b>
		<b>Munnar MDG</b>
Ernakulam & Lakshadweep	<b>24</b>	<b>Ernakulam HO</b>
		<b>Trippunithura MDG</b>
	<b>25</b>	<b>Kochi HO</b>
		<b>Kavaratti MDG</b>
Aluva	<b>26</b>	<b>Aluva HO</b>
		<b>Paravur MDG</b>
	27	<b>Perumbavoor HO</b>
	28	<b>Muvattupuzha HO</b>
Thrissur	29	<b>Thrissur HO</b>
	<b>30</b>	<b>Kunnamkulam HO</b>
		<b>Guruvayur MDG</b>
31	<b>Wadakanchery HO</b>	
Irinjalakuda	<b>32</b>	<b>Irinjalakuda HO</b>
		<b>Kodungallur MDG</b>
	33	<b>Chalakydy HO</b>
Palakkad	34	<b>Palakkad HO</b>
	35	<b>Olavakkot HO</b>
	<b>36</b>	<b>Alathur MBR HO</b>
<b>Kollangode MDG</b>		
Ottappalam	<b>37</b>	<b>Ottappalam HO</b>
		<b>Shoranur MDG</b>
		<b>Mannarkkad MDG</b>
Manjeri	<b>38</b>	<b>Manjeri HO</b>
		<b>Areacode MDG</b>
	<b>39</b>	<b>Malappuram HO</b>
		<b>Perintalmanna MDG</b>
Tirur	<b>40</b>	<b>Tirur HO</b>
		<b>Kottakkal MDG</b>

	41	<b>Ponnani HO</b>
Calicut	42	<b>Calicut HO</b>
		<b>Feroke MDG</b>
	43	<b>Calicut Civil Station HO</b>
		<b>Kunnamangalam MDG</b>
	44	<b>Kalpetta HO</b>
		<b>Sulthan Bathery MDG</b>
Vadakara	45	<b>Vadakara HO</b>
		<b>Mahe MDG</b>
	46	<b>Koyilandi HO</b>
		<b>Perampra MDG</b>
Thalassery	47	<b>Thalassery HO</b>
		<b>Kuthuparamba MDG</b>
		<b>Manathavady MDG</b>
Kannur	48	<b>Kannur HO</b>
		<b>Cherukunnu MDG</b>
	49	<b>Taliparamba HO</b>
		<b>Payyanur MDG</b>
Kasaragod	50	<b>Kanhangad HO</b>
		<b>Nileshwar MDG</b>
	51	<b>Kasaragod HO</b>
		<b>Kumbla MDG</b>

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