

# भारतीय डाक विभाग

DEPARTMENT OF POSTS, INDIA

मुख्य पोस्टमास्टर जनरल कार्यालय, केरल परिमंडल, तिरुवनंतपुरम - 695 033

Office of the Chief Postmaster General, Kerala Circle, Thiruvananthapuram - 695 033

## NOTIFICATION

No: Rectt/12-2/2023

Dated at Thiruvananthapuram-33, the

17-03-2023

Sub: LDCE for promotion to the posts of Postman and Mail Guard from eligible MTS officials for the vacancy year 2023 (01.01.2023 to 31.12.2023)-reg.

The Limited Departmental Competitive Examination (LDCE) for promotion to the posts of Postman and Mail Guard from eligible Multi Tasking Staff officials for the vacancy year 2023 (01.01.2023 to 31.12.2023) will be held on 30<sup>th</sup> of April, 2023 (Sunday). Accordingly, applications are invited from the willing and eligible candidates in the format enclosed (Annexure-A). The schedule of activities of the examination is furnished hereunder:

Sl. No.	Activity	Proposed Date (Schedule)
1	Date of notification	17.03.2023 (Friday)
2	Last date for receipt of Application form at Divisional Office/ Controlling Unit from eligible candidates	06.04.2023 (Thursday)
3	Receipt of duly filled in Application forms at the Regional Office to be sent by Divisional Office/ Controlling Unit duly verified	13.04.2023 (Thursday)
4	Receipt of duly filled in Application forms at the Circle Office (Nodal Officer) to be sent by RO duly verified	20.04.2023 (Thursday)
5	Issue of Admit Card by DO to eligible candidates	24.04.2023 (Monday)
6	Date of Examination (Date& Time)	30.04.2023 (Sunday)*

\* Exam will commence exactly at 10:00 AM and Paper-I, II& III will be conducted in continuity. There will be no break in between the three papers and candidates will not be allowed to leave his/ her seat before completion of examination.

2. **Vacancies:** Number of vacancies available under Recruiting Division/ Unit-wise will be issued separately.

3. **Eligibility Criteria:**

As per the Department of Posts Postman and Mail Guard (Group 'C' post) Recruitment Rules, 2018 notified in GSR 899 (E) dated 20.09.2018 read with Postman and Mail Guard (Group 'C' post) Recruitment (Amendment) Rules, 2020 notified in GSR 157 (E) dated 05.03.2020, the following categories of official(s) are eligible to appear in the examination:

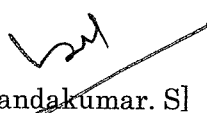
- (i) Multi-Tasking Staff (MTS) in Level-1 of the pay matrix with three years regular service in the grade as on the crucial date of eligibility ie: 01.01.2023.

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-SPN-I dated 05.04.2022 as amended vide letter No. 17-08/2018-SPN-I dated 19.12.2022 enclosed as Annexure-C.

**Note:**

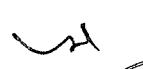
- (i) Paper-IV i.e. Data Entry Skill Test (DEST) will be held separately at a later date. Candidates who secure minimum qualifying marks in Paper-I and Paper-II (combined, i.e. total of marks secured in Paper-I and Paper-II) and also secure minimum qualifying marks in Paper-III separately, will be eligible for appearing in Paper-IV (DEST). Number of candidates to be shortlisted for DEST will be 3 times of the total vacancy of Postman and Mail Guard.
  - (ii) The medium for 'Skill Test of Data Entry' will be ENGLISH only.
  - (iii) 'Skill Test of Data Entry' will be held on computer for 15 minutes only.
  - (iv) Evaluation of 'Skill Test of Data Entry' will be done by the system.
5. Applicants are required to indicate the order of preference of all Divisions / Units (in a proforma). The proforma is enclosed as Annexure-B. Allotment of Post and Division/ Unit will be made on merit-cum-preference basis, subject to availability of vacancy. The preference in Annexure-B may be submitted by the candidates after the vacancies are notified by this office.
  6. Centres of Examination: The examination will be conducted at the Circle/ Regional 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 Centres.
  7. The application of the APS candidates should be sent to the concerned Divisions only and not to Circle office.
  8. Department vests the power to cancel this notification of the examination, if anything unfair is found during the recruitment process.
  9. 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.
  10. This notification may be given wide publicity amongst all eligible candidates working in Divisions/ Units. This notification is also available on the Department's website [[www.indiapost.gov.in](http://www.indiapost.gov.in) / [www.keralapost.gov.in](http://www.keralapost.gov.in)]
  11. This issues with the approval of the Competent Authority

Encl: - Annexure-A,B&C

  
[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.
7. The Asst. Director (TGY), Circle Office – for uploading the notification in the website of [www.keralapost.gov.in](http://www.keralapost.gov.in).

  
Asst. Director (Estt.& Rectt.)

Hall Permit No. ....

ANNEXURE-A

**APPLICATION FORM FOR LDCE FOR PROMOTION  
TO THE POSTS OF POSTMAN AND MAIL GUARD  
FROM ELIGIBLE MULTI TASKING STAFF FOR THE  
VACANCY YEAR 2023 (01.01.2023 TO 31.12.2023)-  
TO BE HELD ON 30.04.2023**

Affix recent  
passport sized  
photograph duly  
attested by  
Divisional/ Unit  
Head

Note: All Particulars shall be filled up in BLOCK letters

Sl. No.	Particulars	Details
1	Name of the candidate	
2	Gender (Male/ Female/ Transgender)	
3	Designation	Multi Tasking Staff
4	Name of Division/ Unit	
5	Date of Birth (attach self-attested matriculation certificate/ marks sheet)	
6	Category (UR/SC/ST)	
7	Date of entry in the Department	
8	Date of appointment as MTS on regular basis	
9	Total eligible service as MTS as on 01.01.2023	YY / MM / DD
10	Whether person with benchmark disability(ies) (attach supporting documents)	YES <input type="checkbox"/> NO <input type="checkbox"/>
10.1	If yes, nature of disability(ies) (VH/HH/OH/Others)	
	Percentage of disability(ies)	
11	Whether working in APS	YES <input type="checkbox"/> NO <input type="checkbox"/>
12	Whether any penalty is 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 thereof.

Date	
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Signature of Divisional/ Unit Head with designation stamp

ANNEXURE-BOption for Post/ Order of preference  
(Postman/ Mail Guard)

MTS candidates shall give option for one or both posts and candidature for selection will be considered, only if a post has been opted for, subject to fulfilling the eligibility conditions. For example, an applicant will be considered for Mail Guard only if option is given for Mail Guard, otherwise his candidature will not be considered while preparing merit list for Mail Guard for the vacancy of 2023 (01.01.2023 to 31.12.2023).

Name of the candidate	Designation and office	Date of Birth	Category

(a) Option for Post:

Sl. No.	Name of Post	To be considered (Yes/ No)
1	Postman	
2	Mail Guard	

(b) Order of preference of Divisions/ Units by MTS applicants of Postal Division: (For Postman/ Mail Guard)

Order of Preference	
1	..... (Name of parent Postal Division)
Other Postal Divisions/ Units	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	

RMS Divisions/ Units	
1	
2	
3	

(c) Order of preference of Divisions/ Units by MTS applicants of RMS Division: (For Mail Guard/ Postman)

Order of Preference	
1	..... (Name of parent RMS Division/ Unit)
Other RMS Divisions/ Units	
2	
3	
Postal Divisions	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	
21	
22	
23	
24	

Date	
Place	

Signature of Candidate