

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

**DIRECT RECRUITMENT TO THE CADRE OF MULTI TASKING STAFF (MTS) IN
KERALA POSTAL CIRCLE**

Notification No. MTS/OQ/14 dated 25-11-2014

Applications are invited from eligible applicants to fill up the MTS posts in various Postal /RMS Divisions and Administrative offices in Kerala Postal Circle in the pay band-I Rs 5200-20200+ Grade Pay Rs 1800/-. The details of vacancies, Exam Centres and the Address to which applications are to be sent are as follows: **Annexure -I**

Sl. No	Name of Division/ Unit	No. of vacancies category-wise					Exam Center	Address to which applications should be submitted
		Gen	OB C	S C	S T	Total		
1.	RMS TV Division	2	1	-	-	3	Thiruvananthapuram	The Senior Superintendent, RMS "TV" Division, Thiruvananthapuram - 695 036
2.	RMS EK Division	2	1	-	-	3*	Kochi	The Superintendent, RMS "EK" Division, Ernakulam, Kochi – 682 011
3.	RMS CT Division	2	1	-	-	3	Kozhikode	The Superintendent, RMS "CT" Division, Kozhikode– 673 032
4.	Thrissur Postal Division	1	-	-	-	1	Kochi	The Superintendent of Post Offices, Thrissur Division, Thrissur – 680 001
5.	Ernakulam Postal Division	2	1	-	-	3	Kochi	The Senior superintendent of Post Offices, Ernakulam Division, Ernakulam – 682 011
6.	Director of Accounts(Postal), Thiruvananthapuram	1	-	1	-	2	Thiruvananthapuram	The Director of Accounts (Postal), Thiruvananthapuram – 695 001

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

*Out of the 3 vacancies of RMS EK Division, , one is reserved for Ex-serviceman. The selected Ex-serviceman candidate will be adjusted against the vacancy of RMS EK Dn under relevant category.

2. **Age Limit:** - 18 – 27 years (Upper age limit relaxable for candidates belonging to Scheduled Castes/Scheduled Tribes up to five years and for candidates belonging to Other Backward Classes up to three years. For Ex-Servicemen relaxation is applicable as per rules. For Civil Govt servant upto 35 years of age.

Note: - The crucial date for determining the age limit shall be the closing date for receipt of application forms i.e. as on 20-12-2014

3. **Educational qualifications:-** Matriculation or ITI from recognized Board. (Matriculation equivalency certificate will not be accepted).

4. **Examination Centre:** Thiruvananthapuram, Kochi & Kozhikode

5. **Date of the Examination :** 8th February, 2015

6. **Pattern and Syllabus for Examination:**

I. The candidates shall be subjected to an Aptitude Test covering the following subjects/topics.

Total 100 Marks;		
Part 'A' - 25 marks –	25 questions on General knowledge	-
Multiple Choice Questions		
Part 'B' - 25 marks-	25 questions of Mathematics	-
Multiple Choice Questions		

Part 'C' - Two segments

Part (C) (i) 25 marks – 25 questions – English language -Multiple Choice Questions

Part (C) (ii) 25 marks - 25 questions – Malayalam language- Multiple Choice Questions

II. **DURATION OF THE EXAMINATION: 120 minutes**

III. **MINIMUM QUALIFYING MARKS TO BE SCORED BY THE CANDIDATES:**

A minimum of 10 marks should be scored by General category candidates in each part of the above Aptitude Test. OBC candidates should score a minimum of 9 marks in each part and SC/ST candidates should score a minimum of 8 marks in each part. In addition to this, General category candidates have to score a minimum of 40% marks in aggregate while OBC candidates have to score 37% and SC/ST candidates have to score 33% in aggregate.

7. **Selection Procedure:**

Based on the marks obtained in the Aptitude Test, a merit list of qualified candidates will be prepared in each Postal/RMS Division/Administrative Unit separately. As per the availability of vacancies as notified above, selection will be made in the respective unit based on the merit list.

7. Application/Examination Fee : Candidates are required to remit Application fee of Rs 100/- and the Examination Fee of Rs 400/-at any Departmental Post Office under Unclassified Receipt and affix the receipt at the top of the application form without fail.

Application fee of Rs 100/-must be paid by all candidates including female without fail. The Exam Fee of Rs 400/- is exempted for all Female candidates and also to Ex-Service men candidates, SC/ST Candidates .

9.(i) **Application form:** Format of the application is appended to this Notification and it can be downloaded from the website. Application form should be filled in by the candidates in their own handwriting. It should be affixed with the candidate's latest passport size photograph in the space provided for the purpose in the application form. Application form duly filled in/signed should be enclosed in a cover which should be superscripted as "Application for appointment to the posts of MTS" and forwarded to the Authority as mentioned above in Annexure -I

Applicants are also required to enclose (i)attested/self attested copies of all the supporting documents, (ii)two attested/self attested passport size photos (One affixed in the application form on the space provided and the other to be kept in a blank cover),(iii) the Unclassified Receipt granted by the Post Office for payment of Application Fee of RS 100/- (For all category of candidates including female) and Examination Fee of Rs 400/- (For male candidates of UR and OBC) must be duly affixed on the application at the top, (iv) and a self-addressed envelope of size 10 cm x 23 cm with Rs. 22 postage stamp affixed on it. Failing the above conditions the applications will be rejected without intimation.

(ii) Applications not signed by the candidate will be liable to be rejected.
+2, Degree, Computer courses certificates need not be attached.

10. Last date of receipt of Applications by the Divisions/Units is 20-12-2014. Applications should be sent by Registered Post or Speed Post only. Applications received by Ordinary post or by any other means will be rejected. The applications received after last date, seen booked under Registered/Speed post on 20-12-2014 or earlier in response to the Notification will be accepted .

11. Requirement to serve in the Army Postal Service

Any person appointed to the posts as per the notification shall be liable to serve in the Army Postal Service in India or abroad , if required.

13. Disqualification: - A Person

- (a) Who has entered into or contracted a marriage with a person having a spouse living or
- (b) Who having a spouse living, has entered into or contracted a marriage with any person will not be eligible for appointment.

Provided that the Central Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing , exempt any person from the operation of this rule.

14. Documents to be attached to the application failing which it will be rejected:

- a. Two attested/self attested Passport size photographs (one firmly affixed on the application form and one to be attached -for Hall Permit)
- b. Original Receipt granted by the Post office, for payment of Application Fee/Examination Fee-affixed/ pasted at the top of the application form.
- c. On self-addressed envelope of size 10cm x 23 cm affixed with postage stamps for Rs.22/-
- d. Age proof – Attested /Self attested copy of SSLC/CBSE/AISSE
- e. Proof of Educational qualifications – Attested/Self attested copy of Mark sheet or grade sheet to be attached.
- f. Community certificate – In the case of OBC, Non-creamy Layer Certificate issued by Tahsildar in the prescribed format (Appendix VII/Annexure 4) under the Govt of India and in the case of SC/ST, a certificate issued by Tahsildar in the prescribed format. (If community certificate in the prescribed format is not enclosed, the candidate will be treated as GEN category and considered against General vacancy only.)
- g. Attested /self attested Discharge Certificate in the case of Ex-servicemen

Note: Original certificates should not be enclosed. Only attested are to be attached. Plus2, Degree, Computer certificates need not be attached.

15. The Notification and the Application Form can be downloaded from our website www.indiapost.gov.in and www.keralapost.gov.in



S.SRIRANGAN
Assistant Director (Rectt)
O/o Chief Postmaster General,
Kerala Circle
Thiruvananthapuram-695 033

APPLICATION FOR ADMISSION TO THE EXAMINATION FOR APPOINTMENT AS MTS

1. Name of the applicant
(in capital letter) :

2. Father's/ Husband's Name :

3. Male/Female :

4. Date of Birth : :

(proof to be attached)
5. Educational Qualification :
(certificate to be attached)

6. Category (GEN/SC/ST/OBC) :

(enclose copy of Certificate)
7. If Ex-serviceman, date of discharge :

8.. Permanent Address
:

..... Pin Code:-

9. Correspondence Address
:

..... Pin
code:

..... Pin
Mob
No.....
10. Name of the Division to which Applied :

11. Particulars of Fees paid
: Unclassified Receipt No & date:-
(affix the receipt on the top of application form)
Amount remitted:- Rs.

13. Whether self addressed Envelop-
-affixing stamp worth Rs 22/-is enclosed :-.....

I, Shri./Smt./Kumari hereby declare
that all the information given above are true to the best of my knowledge and
belief. I understand that if any information is found to be false at a later stage my
candidature will be liable to be terminated.

Place
Date

Signature of Candidate.

Affix passport size
photograph duly
attested by the
applicant.