



**GOVERNMENT OF KERALA**  
**Abstract**

Local Self Government Department - Urban Affairs Department - Candidates advised by Kerala Public Service Commission for appointment to the post of Municipal Secretary Grade-III - Appointed and deputed to pre service training - Orders Issued.

---

---

**LOCAL SELF GOVERNMENT (EU) DEPARTMENT**

G.O.(Rt)No. 554/15/LSGD.

Dated, Thiruvananthapuram, 24.02.2015.

---

---

Read:- Letter No.RIA (2) 13889/12/GW dated 19.01.2015 of the Secretary,  
Kerala Public Service Commission, Thiruvananthapuram.

**ORDER**

The Kerala Public Service Commission, as per the letter read above, has advised Shri. Bijumon Jacob, Alappattu House, 4th Block, Kadavoor Post, Kothamangalam - 686 671 for appointment to the post of Municipal Secretary Grade-III on Rs.20740-36140/- in Urban Affairs Department.

2. In this circumstance, Shri. Bijumon Jacob, Alappattu House, 4th Block, Kadavoor Post, Kothamangalam - 686 671 advised by Kerala Public Service Commission is provisionally appointed to the post of Municipal Secretary Grade-III in Urban Affairs Department in the Scale of Pay Rs.20740-36140. He has to undergo pre-service training as per rules to qualify himself for being posted as Municipal Secretary Grade-III. The Director of Urban Affairs will make necessary arrangement to conduct the Pre-service training to him.

3. The candidate will report before the Director of Urban Affairs with relevant records in proof of age, qualification, Community certificate etc. within 15 days of receipt of this Government order. The Director of Urban Affairs

shall obtain a Medical Certificate as prescribed in GO(P)No.20/11/P&ARD dated 30.6.2011 from the candidate before appointment. The Director of Urban Affairs will also forward the proforma for verification of character and antecedents to Government in due course.

4. The candidate has to sign the declaration given below the photograph affixed on the identification certificate at the time of joining duty. The photograph and the signature of the candidate should be verified and the fact may be recorded on the Scanned Copy of Identification certificate itself. If there is any discrepancy, the candidate should not be allowed to join duty and the fact should be reported forthwith. After the candidate is allowed to join duty, the Scanned Copy of Identification Certificate verified and found acceptable may be kept pasted in his Service Book. **The appointment shall be regularized only after obtaining a verification certificate from Kerala Public Service Commission. For this purpose Director of Urban Affairs shall forward an attested copy of the relevant pages of Service Book of the incumbent to Government as ordered in GO(P) No.20/2011/P&ARD dated 30.6.2011.**

5. The period of pre-service training will not count for probation or increment in the grade of Municipal Secretary Grade-III. The candidate will be paid as per rules during the period of training.

6. On successful completion of pre-service training the candidate will submit a report and duty certificate from respective institutions/training centers as per the Schedule of training to the Director of Urban Affairs.

7. The appointment of the candidate is subject to Rule 3 (C) of the General Rules of KS & SSRs, 1958. In the event of discharge from service for want of vacancy he may either re-register his name in the office of the Kerala

Public Service Commission, from where advised and get himself re-appointed on further advice by the Public Service Commission or he may wait for his turn for re-appointment to the post in the Department, in case he desires to continue as probationer in the post from which he was discharged (vide Government Circular Memorandum No.3737/Rules-1/90/P&ARD dated 29.3.1990 and GO(P) No.7/91/P&ARD dated 15.2.1991).

8. The Director of Urban Affairs will verify the original Non Creamy Layer Certificate in respect of the above candidate (if applicable) at the time of joining duty.

**By Order of the Governor,**

**FINNY ZACHARIAH,  
ADDITIONAL SECRETARY TO GOVERNMENT.**

To

The Accountant General (A&E)/(Audit), Thrissur Branch  
The Director, Local Fund Audit, Thiruvananthapuram.  
The Director of Urban Affairs, Thiruvananthapuram.  
(with the Identification Certificate of the candidate)  
The Secretary, Kerala Public Service Commission,  
Thiruvananthapuram (with C/L)  
Shri. Shri. Bijumon Jacob, Alappattu House, 4th Block, Kadavoor Post,  
Kothamangalam - 686 671 (By Registered Post with A/D)  
The Director, Information Kerala Mission, Thiruvananthapuram.  
The Stock File / Office Copy

**Forwarded by Order**



**Section Officer**