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**KERALA WATER AUTHORITY**

**Jalabhavan**  
**Thiruvananthapuram – 695033**  
**Kerala - India**

**PROCEEDINGS OF THE SENIOR ADMINISTRATIVE**  
**OFFICER**

**PRESENT : MINI KUMARI S**

Sub: KWA - Admn – Provisional appointment to the post of Lower Division Typist through Kerala Public Service Commission – in the scale of pay of Rs 27200-73600 - Orders issued

No.KWA-JB/1788/2024-E10

Dated:22-02-2024

Read: 1) Letter No. RIB-1/21/2023/GW dated 16.12.2023 of the Secretary, KPSC, Thiruvananthapuram  
2) Rule 3(C) KS&SSR, 1958.

**ORDER**

The under mentioned candidates advised by Kerala Public Service Commission vide read 1st cited for appointment to the post of Lower Division Typist are provisionally appointed as Lower Division Typist in this organization in the scale of pay of Rs. 27200-73600/- under clause (1) of sub rule (a) of Rule 9 of the General Rules as provided for Rule 10 (b) of KS&SSR, 1958.

Sl.No.	Name & Address of the candidate	Date of Birth	Qualification & experience.	Date and time of Verification
1.	<b>NOUFAL P</b> PULLANIKUNDAN PUTHANANGADI POST, PARIYAPURAM MALAPPURAM 679321		<b>DCA (Computer Applications, KGTE (Typewriting English (Lower) KGTE Typewriting - Malayalam (Lower) B.com Corporation.</b>	<b>28.02.2024 10.30 A.M.</b>
2.	<b>ATHUL V S</b> KRISHNAKRIPA		<b>DCA (Computer Applications, KGTE</b>	<b>28.02.2024</b>

	THUNDATHIL THIRUVANATHAPURAM THUNDATHIL - 695581		(Typewriting English and Computer Word Processing (Higher) KGTE (Typewriting Malayalam and Computer Word Processing (Lower) B.A (English) B.Ed (English)	10.30 A.M.
3.	<b>ATHULYA K</b> KANNHOLY, NADUVIL MAPPILAKANDI PUTHOOR KOZHIKODE PUTHIYANGADI Communication Address KANNHOLY, NADUVIL MAPPILAKANDI PUTHOOR KOZHIKODE PUTHIYANGADI (PO), 673 021		DCA (Computer Applications, Diploma in Commercial Practice (General) KGTE (Typewriting English (Lower) B.com Corporation.	28.02.2024 10.30 A.M.
4.	<b>RENI A</b> ALACKATHODY HOUSE KAKKAVAYAL WAYANAD KAKKAVAYAL POST/673122		Plus 2 (Commerce) KGTE (Typewriting English (Lower) KGTE Typewriting - Malayalam (Lower) B.com Corporation.	28.02.2024 10.30 A.M.
5.	<b>NAMITHA R</b> SUGANDHAGIRI SECOND UNIT SUGANDHAGIRI WAYANAD SUGANDHAGIRI 673576		Diploma in Secretarial Practice (General) B.Com (Finance)	28.02.2024 10.30 A.M.
6.	<b>ANJU S V</b> S V NILAYAM MULLOOR,VIZHINJAM TRIVANDRUM 695521		DCA (Computer Applications, KGTE (Typewriting English (Lower) KGTE Typewriting - Malayalam (Lower) B.A.English (Language & Literature).	28.02.2024 10.30 A.M.
7.	<b>ARSHEENA N R</b> ARSHAD MANZIL KUTTIMOODU THIRUVANANTHAPURAM THALIKUZHYP O 695612		DCA (Computer Applications, Diploma in Secretarial Practice (General) B.Sc (Biochemistry and Industrial Microbiology)	28.02.2024 10.30 A.M.
8.	<b>RENJU M</b> TC 21/995(2), MELATHIL VEEDU NEDUMCAUD, KARAMANA P O THIRUVANANTHAPURAM 695002		DCA (Computer Applications, KGTE (Typewriting English and Computer Word Processing (Lower) KGTE (Typewriting - Malayalam and Computer Word Processing (Lower) BSc (Statistics)	28.02.2024 10.30 A.M. 28.02.2024 10.30 A.M.

9.	<b>FEXY MATHEW</b> THUNDUVILA VEEDU AMPALAPPURAM, KOTTARAKKARA KOLLAM ETC P O , 691531		KGTE (Typewriting English and Computer Word Processing (Lower) KGTE Typewriting - Malayalam and Computer Word Processing (Lower) Certificate in Basic Computing BSc (Botany and Biotechnology (double main)	28.02.2024 10.30 A.M.
10.	<b>ANJALI M S</b> VALAKKOTTU VEEDU AVANAVANCHERY THIRUVANANTHAPURAM 695103		KGTE (Typewriting English and Computer Word Processing (Higher) KGTE Typewriting - Malayalam and Computer Word Processing (Lower) B.Com (Computer Application)	28.02.2024 10.30 A.M.
11.	<b>BEENA S</b> KIRALIKUZHY CHARUVILA VEEDU MULAYARA TRIVANDRUM MULAYARA P O/695543		DCA (Computer Applications) KGTE (Typewriting - English (Lower) KGTE (Typewriting - Malayalam (Lower) BA (History)	28.02.2024 10.30 A.M.
12.	<b>JIJO K G</b> KUZHIVILA PUTHEN BUNGLOW IVERKALA WEST NORTH KOLLAM PUTHANAMPALAM P O,PIN 691553 <u>Communication Address</u> KUZHIVILA JIJO VILLA IVERKALA WEST NORTH KOLLAM PUTHANAMPALAM P O,PIN 691553		DCA (Computer Applications) KGTE (Typewriting - English (Lower) - KGTE (Typewriting - Malayalam (Lower) BSC (Zoology)	28.02.2024 10.30 A.M.

The advice of the candidate is subject to Rule 3(c) of the General Rules of the Kerala State and Subordinate Service Rules,1958. The candidates will report for verification before the **Senior Administrative Officer, Kerala Water Authority, Head Office, Jalabhavan, Vellayambalam, Thiruvananthapuram** on the Date and time noted against their name, with the following documents in original and self attested copies of the certificates mentioned.

1. Certificate to prove educational qualifications.
2. Candidates under respective reservation quota should bring original and attested copies of NonCreamy layer certificate/ Community Certificate /Disability Certificate whichever is applicable.
3. Medical Fitness Certificate obtained from a Medical Officer not below the rank of Civil Surgeon with finger impression and photo attested as prescribed in G.O.(P) No.20/2011/P&ARD dated, 30.06.2011.
4. Duly filled Annexure I Form for Police Verification as per G.O.(P)No.79/2009/Home dated, 05- 06- 2009.

5. Form for “Details of the movable and immovable properties to be filed at the time of joining service” as per G.O.(P)No.171/2016/Fin dated, 15-11-2016.
6. 4 copies of recent passport size photograph.
7. Voters Identity Card/ Aadhaar Card.

If the candidates selected for the post are having any employment under Govt. service or any quasi Government undertaking or others, the relieving order from that institution should be produced at the time of joining duty in this department. [The specimen of Medical Certificate, Movable & immovable property statement and Form for the Police Verification (Annexure I) are available in the notice board of the KWA official website (<https://kwa.kerala.gov.in>) under the link - "Form to be submitted by Freshly appointed Employees"] Posting orders will be issued separately.

Signed by

Mini Kumari S

Date: 22-02-2024 16:44:17

MINI KUMARI S

SENIOR ADMINISTRATIVE OFFICER

To 1. The incumbents.

Copy To: 1. PA to MD/CA to CE(HRD & GL)/CA to Dy CE(GL)/CA to Sr.AO/AO(Admin & Estt)/JS(Admn&Estt)/Stock File