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KERALA WATER AUTHORITY
Jalabhavan, Thiruvananthapuram – 695033

PROCEEDINGS OF THE DEPUTY CHIEF ENGINEER(GL)
PRESENT: GOPAKUMAR G S

Sub: KWA- Admin- Estt- Provisional appointment of Driver cum Office Attendant (Medium/Heavy Passenger/Goods Vehicle) on ₹ 25,800-59,300/- through Kerala Public Service Commission - Orders issued - reg

File No KWA/JB/E2(B)/Driver/01/2024

Dated: 04-01-2025

Read: Advice Letter No. KLR 111(2) 2407/2016 Dated 04/12/2024 of KPSC, Kollam Regional Office

ORDER

The Kerala Public Service Commission has advised the under-mentioned candidate for appointment as Driver cum Office Attendant (Medium/ Heavy Passenger/Goods Vehicle) in the scale of pay ₹25,800 - 59,300/-. The candidate mentioned in Read 1st has been posted to the station listed next to his name.

SL No	Sl No in Advice	Name & Address	Date of Birth	Name of station Posted
1	1	Sri. Ranjith V Vazhayil 141 Vadanamkurussi Post Shoranur Via Palakkad, 679121	15/01/1988	PH Sub Division Ottappalam, Kerala Water Authority

The appointee shall produce the following original documents at the time of joining duty:

- Certificate to prove the age and qualifications with a self-attested copy.
- The Medical Fitness Certificate obtained from a Medical Officer not below the rank of a Civil Surgeon with finger impression and photo attested as prescribed in G.O(P) No.20/2011/P & ARD dated 30.06.2011 (published in KWA Website).
- Duly filled Annexure 1 Form for Police Verification as per G.O(P) No.79/2009/Home dated 05.06.2009.
- Form for details of the movable & immovable property to be filled at the time of

joining service as per G.O(P) NO.171/2016 dated 15.11.2016.

- v. Recent Passport size photograph (4 Nos.)
- vi. Identification Proof (Voters Identity Card/Aadhar Card) with one self-attested copy.
- vii. Other relevant certificates (Community Certificate/Non Creamy layer Certificate/EWS/Disability Certificate etc) if any with a self-attested copy.

The following action should be taken by the Head of Offices/Controlling Officers while admitting the candidates to join duty:

1. The candidate shall be allowed to join duty only after verifying the above said documents produced by the candidates. The Proforma of Verification Certificate is available on the website of KWA. The joining report of the candidate shall be submitted within 15 days to this office without fail.
2. The Service Book (e-service book) should be opened within 7 days from the date of joining.
3. The following documents of the candidates shall be forwarded to this office within 15 days from the date of joining duty without delay.
 - (a) Attested copies of the pages of the e-Service Book (i.e., e-Service Book pages 1 to 7, 28 and 49).
 - (b) The duly filled out Annexure I Form for Police Verification of the incumbents at the time of their joining duty.
 - (c) The original OTV certificate issued by KPSC shall also be forwarded along with the above.
4. While recording the details of the PSC Advice and Appointment order in the Service Book, the details of quota on which the candidate is appointed i.e., whether on merit quota or reservation quota should also be recorded in the Service Book as per G.O. (P)No.125/ 2016/Fin dated 29-08-2016.
5. The Form “Details of the movable and immovable properties to be filed at the time of joining service” obtained from the candidate as per G.O(P)No.171/2016/Fin dated, 15.11.2016 should be pasted in the Service Book.
6. Action shall be taken by the controlling officer to enroll the candidates in to National Pension Scheme introduced vide G.O.(P)No.20/2013/Fin dated 07/01/2013.

This appointment will be regularized subsequently on verification of character and

antecedents by the Police department and after obtaining a verification certificate from the Kerala Public Service Commission. He /She will be on probation from the date of joining service, for a period of two years on duty within a continuous period of three years in this department.

If the candidate does not join for duty within 15 days from the date of the order, the same should be informed to this office at the earliest for reporting NJD vacancies to PSC.

DCE(GL) KWA

To

The Candidate

Copy to: CE(NR) KWA, Kozhikkode, SE, PH Circle KWA, Palakkad, EE, PH Division, KWA, Shoranur / PH Sub Division Ottappalam, KWA /
PA to [MD/ JMD/ TM]/ CA to [CE (HRD&GL)/ DCE(GL)]/
DCE (vig.)/ CA to Sr.AO/ AO (Admin.) /
DBA to publish in Official Website.