



**Institute of Human Resources Development
Prajo'e Towers, Vazhuthacaud
Thiruvananthapuram-14**

No.EA4/1665/2018/IHRD (1)

Dated, 15.05.2018

CIRCULAR

Sub:- IHRD – Appointment to the post of Head Clerk on Rs. 14620-25280/- by internal selection – Provisional Seniority list of Senior Office Assistant – publishing of – reg:-

Ref:- 1. This office proceedings No. EA4/16025/2011/IHRD (2) dated 14.01.2015.
2. This office proceedings No. EA4/8518/2010/IHRD (4) dated 30.03.2017.

The Government approved revised Special Rules of IHRD and the same has been implemented in IHRD with effect from 09.12.2014 vide reference cited 1st paper above. As per the revised Special Rules appointment to the post of Head Clerk on Rs. 14620-25280/- under IHRD is to be made by promotion from the categories of Senior Office Assistant under IHRD Service. The promotion will be strictly on the basis of seniority in the feeder category and on the basis of latest Annual Confidential Report.

In the above circumstances, the provisional Seniority/Gradation list of Senior Office Assistant under IHRD is hereby published. The Head of institutions are requested to circulate a copy of the Seniority list among the individuals concerned and obtain their acknowledgement. If there is any objection regarding the provisional Seniority list, the complaints/objections shall be forwarded to this office by the Head of institution concerned after verifying their details with their Service Book alongwith copies of supporting documents on or before 25.05.2018. Sri. Shaji. M, Muttumpurath, Sri. Firose Khan and Smt. Leena. P. S, now on their

period of relinquishment on temporary basis as well as permanent basis respectively are excluded from the list. The Head of institutions concerned are also requested to forward the latest PER of the Senior Office Assistants on or before 28.05.2018 alongwith service details of employees in the performa attached. Belated petitions will not be considered. If no complaints are received a NIL report shall be furnished to this office within the stipulated time without fail.

Receipt of the circular shall be acknowledged by return.

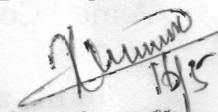
Sd/-
Dr.P.Suresh Kumar
DIRECTOR

Encl:- As stated above

To:-

1. All Head of Associate institutions
2. Deputy Director
3. Financial Consultant/Advisor
4. Administrative Officer
5. Finance Officer
6. All Section Heads
7. All officials concerned
8. SF
9. OC

Approved for issue


16/5
Administrative Officer

IHRD**GRADATION LIST AS ON 30-4-2018**

for consideration to the post of Head Clerk on Rs. 14620-25280/-

CATEGORY : SENIOR OFFICE ASSISTANT

Sl. No.	Name of Employee	Name of Institution	Date of Birth	Whether passed Department Test	Date of commencement of Regular Service	Date of appointment in the present cadre	Date of Retirement	Remarks
1	Geetha Kumari.V	CE, Kalloppara	13/06/1966	Account Test (Higher)	03/04/2001	27/09/2007	30/06/2024	
2	Ancy Joseph	MPT, Poonjar	15/05/1974	Account Test (Lower)	03/04/2001	27/09/2007	31/05/2032	
3	Rajesh George	CE, Poonjar	01/10/1971	Account Test (Lower)	03/04/2001	27/09/2007	30/09/2029	
4	Mini Abraham	MPT, Mattakkara	06/05/1971	Account Test (Lower) & (Higher) MOP	03/04/2001	27/09/2007	31/05/2029	
5	Minimol Joseph	CE, Poonjar	21/05/1972	Account Test (Lower)	03/04/2001	27/09/2007	31/05/2030	
6	Babu Kumar K.K	CAS Vadakkencherry	01/08/1962	Account Test (Lower)	01/09/1998	11/03/2010	31/07/2020	

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7	Prema.P	THSS, Peerumedu	15/06/1966	Account Test (Lower)	01/09/1998	11/03/2010	30/06/2024	
8	Basheer Ahamed.Y	IHRD Head Quarters	21/03/1975	Account Test (Higher)	01/09/1998	11/03/2010	31/03/2033	
9	S.Suchitra	IHRD Head Quarters	11/06/1979	Account Test (Lower) & (Higher) MOP	30/03/2006	11/03/2010	30/06/2037	
10	Praveen N.G	IHRD Head Quarters	21/05/1980	Account Test (Higher) MOP	18/02/2006	11/03/2010	31/05/2038	
11	Balasekhar.S	IHRD Head Quarters	24/12/1977	Account Test (Higher) MOP	20/02/2006	11/03/2010	31/12/2035	
12	Sheeja.S	CE, Karunagappally	09/04/1977	Account Test (Lower) MOP	20/02/2006	11/03/2010	30/04/2035	
13	Vidya.J	CE, Karunagappally	17/05/1972	Account Test (Lower) & (Higher) MOP	17/02/2006	11/03/2010	31/05/2030	

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14	Remya S. Sekhar	CAS, Nattika	02/04/1979	Account Test (Lower) & (Higher)	01/03/2006	11/03/2010	30/04/2037	
15	Rex Achiel C.J	CE, Kottarakkara	22/10/1979	A/c Test (Lower) & (Higher) MOP	22/02/2006	11/03/2010	31/10/2037	
16	Rejila Kumari.R	CE, Cherthala	30/04/1974	Account Test (Lower)	20/02/2006	11/03/2010	30/04/2032	
17	Chitra M.R	CE, Cherthala	30/05/1980	Account Test (Higher) MOP	25/02/2006	11/03/2010	31/05/2038	
18	Anaz K.R	CE, Adoor	31/05/1974	Account Test (Lower) & (Higher) MOP	17/02/2006	11/03/2010	31/05/2032	
19	S.Sunil Kumar	CE, Kallooppa	20/08/1965	Account Test (Lower) & (Higher)	01/03/2006	11/03/2010	31/08/2023	
20	Bindu K.S	IHRD Head Quarters	01/05/1973	Account Test (Higher) MOP	18/02/2006	11/03/2010	30/04/2031	

Sl. No.	Name of Employee	Name of Institution	Date of Birth	Whether passed Department Test	Date of commencement of Regular Service	Date of appointment in the present cadre	Date of Retirement	Remarks
21	Anuradha.C	THSS, Vazhakkad	01/06/1960	MOP Exemption on completion of 50 years of age	30/03/1996	11/01/2011	31/05/2018	
22	Beena P.K	CAS, Malappuram	22/09/1975	Account Test Lower & Higher	05/04/2001	11/01/2011	30/09/2033	
23	Sudeep A.C	CAS, Kuthuparamba	01/06/1975	Account Test (Lower) & (Higher) MOP	02/03/2006	11/01/2011	31/05/2033	
24	Shalini C.A	MEC, Ernakulam	26/08/1975	Account Test (Higher) MOP	20/03/2006	11/01/2011	31/08/2033	
25	Bindu Gopinath.S	MEC, Ernakulam	16/01/1975	Account Test (Higher) MOP	28/02/2006	11/01/2011	31/01/2033	
26	Kala L.J	CE, Kalloppara	02/03/1976	Account Test (Lower) & (Higher)	17/02/2006	11/01/2011	31/03/2034	

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27	Cina Elias.K	CAS, Chelakkara	23/01/1974	Account Test (Lower) & (Higher) MOP	27/02/2006	11/01/2011	31/01/2032	
28	Aparna Prakash	CE, Poonjar	29/04/1981	Account Test (Higher) MOP	20/02/2006	11/01/2011	30/04/2039	
29	Priya N. Peethambar	CE, Chengannur	03/05/1976	Account Test (Lower) & (Higher)	20/02/2006	11/01/2011	31/05/2034	
30	Leya V.P	CE, Attingal	16/05/1974	A/c. Test Lower	18/09/2006	11/01/2011	31/05/2032	
31	Sreeja.P	IHRD Head Quarters	10/07/1978	A/c Test (Lower) MOP	01/11/2006	11/01/2011	31/07/2036	
32	Surya S.B	MPTC, Mala	13/08/1978	A/c. Test (Lower) & (Higher) MOP	01/11/2006	11/01/2011	31/08/2036	
33	Deepthi.B	CE, Chengannur	23/03/1977	Account Test (Lower)	20/10/2006	11/01/2011	31/03/2035	

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34	Sreeja.S	IHRD Head Quarters	06/05/1978	Account Test (Lower) & (Higher) MOP	26/10/2006	11/01/2011	31/05/2036	
35	Jaleela Beevi M.A	MTHSS Kaloor	25/05/1974	Account Test (Lower) & (Higher) MOP	03/11/2006	11/01/2011	31/05/2032	
36	Chandrika P.C	CAS, Thodupuzha	26/04/1973	Account Test (Higher) & MOP	26/10/2006	11/01/2011	30/04/2031	
37	Smitha.U	CE, Cherthala	30/03/1977	Account Test (Lower)	01/11/2006	11/01/2011	31/03/2035	
38	Rajasree.R	IHRD Head Quarters	31/03/1976	Account Test (Higher) MOP	06/11/2006	11/01/2011	31/03/2034	
39	Vandana.N	IHRD Head Quarters	22/05/1975	Account Test (Lower) MOP	26/10/2006	11/01/2011	31/05/2033	
40	Sindhu Shanmugham	IHRD Head Quarters	12/11/1971	Account Test (Lower) MOP	01/11/2006	11/01/2011	30/11/2029	

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41	Santhil Kumar C.A	MEC, Ernakulam	10/12/1970	Account Test (Higher) MOP	02/11/2006	11/01/2011	31/12/2028	
42	Lekshmi Rani.R	IHRD Head Quarters	21/11/1976	Account Test (Higher) MOP	30/10/2006	11/01/2011	30/11/2034	
43	Liji K.R	MEC, Ernakulam	27/03/1977	Account Test (Higher)	02/11/2006	11/01/2011	31/03/2035	
44	Sandhya Murali.P	CE, Karunagappally	01/06/1978	Account Test (Lower) MOP	04/01/2007	11/01/2011	31/05/2036	
45	Suni.S	EC, Kundara	30/04/1975	Account Test (Higher) MOP	04/01/2007	11/01/2011	30/04/2033	
46	Salamma Varghese	CAS, Payyappady	24/05/1964	MOP	09/01/1998	25/01/2017	31/05/2022	
47	Leela Devi.A	MPT, Karunagappally	30/05/1964	No	09/01/1998	21/01/2017	31/05/2022	

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48	Priya E.S	RC, Edappally Ernakulam	24/05/1976	Account Test (Lower)	09/01/1998	24/01/2017	31/05/2034	
49	Raveendran Pillai.K	CE, Adoor	29/05/1971	Account Test (Lower) MOP	10/11/1999	23/01/2017	31/05/2029	
50	Ruksana A.R	EC, Cherpu	03/04/1979	Account Test (Lower) MOP	03/01/2006	07/02/2017	30/04/2037	
51	Jacob Thomas	MRPC, Kuzhalmannam	29/06/1975	Account Test (Higher)	16/02/2006	30/01/2017	30/06/2033	
52	Manjith.C	CE, Kottarakkara	24/02/1976	Account Test (Higher) MOP	17/02/2006	01/03/2017	28/02/2034	On probation
53	Sreehari.N	CAS, Payyappady	23/08/1974	Account Test (Lower)	21/02/2006	23/01/2017	31/08/2032	
54	Tresa Sinda T.G	MEC, Ernakulam	03/09/1977	Account Test (Lower) & (Higher) MOP	27/02/2006	23/01/2017	30/09/2035	

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55	Smitha.K	CE, Cherthala	09/01/1973	Account Test (Lower) & (Higher)	15/01/2007	08/02/2017	31/01/2031	
56	Sajesh Kumar.R	CE, Adoor	05/05/1980	Account Test (Lower) MOP	01/05/2007	25/01/2017	31/05/2038	
57	Manjusha Devi N.P	CE, Chengannur	30/05/1977	Account Test (Lower) & (Higher) MOP	01/11/2007	23/01/2017	31/05/2035	
58	Shanavas M.A	CE, Chengannur	17/03/1980	Account Test (Higher) MOP	22/11/2007	24/01/2017	31/03/2038	
59	Joby Mathew	CE, Chengannur	05/06/1974	Account Test (Lower)	19/11/2007	24/01/2017	30/06/2032	
60	Shaish Symon	CAS, Kattappana	01/03/1978	Account Test (Lower) & (Higher) MOP	17/11/2007	30/01/2017	29/02/2036	
61	Jyothimani.M	CE, Chengannur	20/05/1978	Account Test (Lower) MOP	12/01/2007	23/01/2017	31/05/2036	

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62	Fathima Naz.A	CE, Attingal	31/05/1969	Account Test (Lower) MOP	30/11/2007	23/01/2017	31/05/2027	
63	Asharaf Tharammal	CAS, Vadakkencherry	01/06/1973	Account Test (Lower) & M O P	14/12/2007	28/01/2017	31/05/2031	
64	Jiji Johnson	IHRD Head Quarters	17/05/1974	Account Test (Lower) & (Higher) MOP	30/11/2007	21/01/2017	31/05/2032	
65	Kavitha.G	CAS, Adoor	31/05/1977	Account Test (Lower) MOP	17/11/2007	23/01/2017	31/05/2035	
66	Robin Thomas	CAS, Mallappally	23/04/1974	Account Test (Lower) MOP	19/02/2008	24/01/2017	30/04/2032	

Sd/-

DIRECTOR

Approved for Issue,

[Handwritten Signature]
2/1/17

Administrative Officer