



**Institute of Human Resources Development
Chackai, Thiruvananthapuram-24**

No.EA4/9141/2020/IHRD (1)

Dated, 06.07.2022

CIRCULAR

Sub:- IHRD - Appointment to the post of Administrative Assistant on Rs.39500-83000/- by internal selection - Provisional Seniority list - publishing of - reg:-

Ref:- This office Notification of even No. dated 06.05.2022

As per this office notification under reference cited applications were invited for selection to the post of Administrative Assistant on Rs.39500-83000/- under IHRD service by internal selection fixing up of last date of receipt of application on 20.05.2022. 11 nos. of application have been received for the post of Administrative Assistant. The applications so received have been verified and their provisional Seniority list has been prepared. The same is hereby published and the head of institutions are instructed to circulate a copy of the Seniority list among the individuals concerned and obtain their acknowledgment. If there is any objection regarding the provisional Seniority list, the complaints/objections shall be forwarded to this office along with the supporting documents by the head of institutions concerned after verifying their details with their Service Book. The complaints/ objections should reach this office on or before 13.07.2022 with supporting documents. If no

complaints are received a NIL report shall be furnished to this office within the stipulated time without fail.

Receipts of the circular may also be acknowledged by return.

Sd/-
Dr. P. Suresh Kumar
DIRECTOR

Encl:- As stated above

To:-

1. All Head of Associate institutions
2. Additional Director
3. Administrative Officer
4. Finance Officer
5. All Section Heads
6. All officials concerned
7. EA1 Section for necessary action
8. SF
9. OC

Approved for issue



Senior Superintendent

IHRD

Provisional Seniority for promotion to the post of Administrative Assistant

No. EA4/9141/2020/HRD (3)

Dated, 06.07.2022

Sl. No.	Name of Employees & Present Institution	Date of Birth	Date of Commencement of Regular Service in the ministerial cadre	Date of joining in the cadre of Senior Superintendent	Qualification	Seniority No. in the Appointment order of feeder category (Senior Superintendent)	Whether 18 years of administrative experience completed with 3 years as Senior Superintendent	Remarks
1	K Chandrakumar CE Kottarakkara	01.06.1965	01.07.1995	23.11.2017 FN	Degree	7	Yes	
2	Jayakrishnan R CE Kolloppara	28.05.1966	01.07.1995	06.11.2017 FN	Degree Account Test Lower and MOP	8	Yes	
3	Steny John Panikulam MPTC Mala	19.10.1970	01.07.1995	04.11.2017 AN	B.Sc Mathematics Account Test (L&H), MOP Kerala P.W.D. CODE Kerala P.W.ACCOUNT CODE I-I	10	Yes	
4	Sunitha K Cherian CE Karunagappally	26.12.1970	01.07.1995	04.11.2017 AN	BA Degree ITI (Stenography)	11	Yes	
5	Bindu. D MPTC Mattakkara	23.03.1971	01.07.1995	06.11.2017	Degree Account Test Higher, MOP	12	Yes	

6	V. Vincent IHRD, Headquarters	05.06.1971	01.07.1995	04.11.2017 FN	M.Com with First Class	13	Yes	
7	Vinodh Kumar R IHRD, Headquarters	11.06.1966	30.04.1996	04.11.2017 FN	M.Com B.Ed P.G Diploma in Journalism	16	Yes	
8	Hari Kumar B IHRD, Headquarters	24.05.1970	10.01.1996	04.11.2017 FN	M.Com MBA	17	Yes	
9	Asha K Pillai MPYC Karunagappally	30.05.1968	23.02.1996	04.11.2017 AN	M.Com MOP Account Test (I&H) Type - Lower	20	Yes	
10	Danley Mary Johnson CE Chenagnur	27.05.1968	10.04.1996	04.11.2017	Degree (B.Sc)	21	Yes	
11	Anitha Kumary P IHRD Headquarters	20.05.1968	11.03.1996	04.11.2017 FN	Degree	22	Yes	

Sd/-
DIRECTOR

Approved for Issue



Senior Superintendent

