



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

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

Dated, 28.03.2023

CIRCULAR

Sub:- *IHRD – Appointment to various post in the ministerial cadre under IHRD by internal selection provisional seniority list publishing of reg:-*

Ref:- *This office notification of even No. dated 01.02.2023.*

As per the notification read above, applications were invited in various posts in the ministerial cadre under IHRD. The details of number of applications received from employees in the ministerial cadre is as follows.

1. Senior Superintendent : 21 Applications in the category of Junior Superintendent
2. Junior Superintendent : 56 Applications in the category of Head Clerk
3. Head Clerk : 32 Applications in the category of Senior Office Assistant
4. Senior Office Assistant : 14 Applications in the category of Office Assistant

The applications received have been processed and a provisional seniority list has been prepared. The provisional seniority list of Junior Superintendent, Head Clerk, Senior Office Assistant and Office Assistant under IHRD service who applied for promotion to the post of Senior Superintendent, Junior Superintendent, Head Clerk and Senior Office Assistant under IHRD service is attached herewith. You are requested to circulate the same among the employees concerned and obtain their dated acknowledgement. The list is published subject to the outcome of the W.P.(C)No.3726/2018 and W.P.(C)No.4112/2023 filed by Sri. Baby John, Senior Office Assistant, College of Engineering, Adoor and Sri. Raveendran Pillai. K, Senior Office Assistant, Model Polytechnic College, Karunagappally respectively.

You are also requested to obtain and forward objections if any received from the employees concerned on or before 15.04.2023. If no objections are received, a NIL report may be furnished to this office within the time limit. If no reports are received within the time limit it will be presumed that there is no objection with respect to the seniority list and further action will be initiated accordingly.

Sd/-
Dr.P.Suresh Kumar
DIRECTOR

Encl :- As stated above

To,

- 1. All heads of institution*
- 2. Additional Director*
- 3. Finance Officer*
- 4. Administrative Officer*
- 5. Senior Superintendent (Establishment Section)*
- 6. ~~To~~ The Employees Concerned by circulation*
- 7. S.F*
- 8. O.C*

Approved for issue


Senior Superintendent



Provisional Seniority list for promotion to the post of Senior Superintendent on Rs.35700-75600/-

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

Dated. 28.03.2023

Sl No.	Name of Employees & Present Institution	Date of Birth	Date of Commencement of Regular Service in the ministerial cadre	Date of joining cadre of Junior Superintendent	Qualification	Seniority No. in the appointment order of feeder category (Junior Superintendent)	Whether 15 years of administrative experience completed with 3 years as Senior Superintendent	Remarks
1	Anandan. M. K CAS Nattika	30.11.1969	01.04.1996	29.06.2010	B.Com	1	Completed	
2	Rajesh. N. A MEC Ernakulam	07.05.1972	01.04.1996	07.02.2018	B.Com	2	Completed	
3	Abdul Nazar. T CE Kottarakkara	01.04.1968	01.01.1996	24.02.2018	B.Com, Account Test (L), Type writing English (L), MOP DFM	3	Completed	
4	M. Roopesh Chandran Nair CE Karunagappally	07.04.1975	30.04.1996	14.02.2018	B.Com, Account Test (L) MOP	4	Completed	

5	Sasidharan. E. N CAS Thamarassery	15.05.1965	06.01.1996	08.02.2018	Degree	5	Completed	
6	Sobhana. S IHRD, Headquarters	25.03.1968	01.03.1997	03.02.2018	B.Com, Department Test Lower MOP	6	Completed	
7	Jayakumar. K CE Attingal	10.04.1968	1.03.1997	03.02.2018	Pre- Degree	7	Completed	
8	James Abraham CAS Mallappally	01.10.1971	01.03.1997	05.02.2018	Graduation	8	Completed	
9	Reena Manual MEC Ernakulam	25.10.1967	01.07.1995	03.02.2018	SSLC, NITC	9	Completed	
10	Ranjith. P. M CAS Cheemeni	16.05.1974	01.07.1995	05.02.2018	Pre- Degree	10	Completed	
11	Geetha. P CAS Pattuvam	31.05.1967	30.01.1996	07.02.2018	Pre- Degree, KGTE English and Malayalam Type Writing (L) Malayalam and English	11	Completed	

12	Savad. E MEC Ernakulam	15.04.1974	25.01.1996	05.02.2018	SSLC, Mop, Department Test (L)	12	Completed	
13	Vijaya. M CAS Kattappana	30.01.1972	01.04.1996	05.02.2018	Plus Two, Type Writing English (Senior Grade)	13	Completed	
14	Rekha. A. S IHRD, Headquartes	28.05.1965	01.09.1998	03.02.2018	SSLC, Account test Diploma Commercial Diploma Short hand MRE Type Writing	14	Completed	
15	Benny. M.A CAS Thodupuzha	30.05.1965	01.09.1998	05.02.2018	MA	15	Completed	
16	Babija. P CAS Neruvambram (W/A CAS Vazhakkad)	12.05.1966	20.11.1999	05.02.2018	Pre-Degree, Account Test (L &H), MOP Type Writing English (L), Word proccesing	16	Completed	
17	Mini Rajan. S CE Chengannur	27.05.1966	01.09.1998	03.02.2018	B.Sc, B.Ed, Account Test (L & H) MOP	17	Completed	

18	Thomas Chacko CE Poonjar	30.10.1966	01.09.1998	12.02.2018	BA History	18	Completed	
19	Jayagopal. T. R MEC Ernakulam	16.11.1966	01.09.1998	07.02.2018	B.Sc Chemistry, Account Test (L & H)	19	Completed	
20	Geetha. P. U CAS Adoor	20.03.1968	01.09.1998	03.02.2018	10 th Pre-Degree Completed, Type Writing English, Account Test Passed, MOP	20	Completed	
21	Shynimole. S CAS, Mavelikkara	29.05.1968	01.09.1998	05.02.2018	BA Economics, MOP Account Test (L & H)	21	Completed	

Approved for Issue



Senior Superintendent



Sd/-
DIRECTOR

Provisional Seniority list for promotion to the post of Junior Superintendent on Rs.30700-65400/-

No. EA4/9141/2020/HRD (2)

Dated. 28.03.2023

Sl No.	Name of Employees & Present Institution	Date of Birth	Date of Commencement of Regular Service in the ministerial cadre	Date of joining cadre of Head Clerk	Qualification	Seniority No. in the appointment order of feeder category (Junior Superintendent)	Graduation 12 Years experience in Office work under IHRD Service.	Remarks
1	Mary. R CAS Dhanuvachapuram	15.04.1969	01.09.1998	11.01.2011	SSLC, MOP Account Test (L)	1	Completed	
2	Jose Nirappath CAS Thiruvananthi	25.04.1969	01.09.1998	15.01.2011	BA	2	Completed	
3	Jaya. V. Chacko IHRD, Headquartes	04.03.1970	01.09.1998	13.01.2011	Degree	3	Completed	
4	Anoop Raj. T. V CE Karunagappally	06.05.1970	01.09.1998	12.01.2011	Degree	4	Completed	

5	Beena Varkey CAS Kanjirappally	12.05.1970	01.09.1998	08.07.2016	SSLC, Type writing English (H) & Malayalam (L), Account Test (H)	5	Completed	
6	Brigit. V. V MEC, Ernakualm	30.05.1970	01.09.1998	02.07.2016	B.Com	6	Completed	
7	Mujeeb Rahuman CAS Kundara	30.05.1970	01.09.1998	04.07.2016	SSLC, Diploma in Automobile Engineering	7	Completed	
8	Abdul Salam CAS Vattamkulam	31.05.1970	01.09.1998	30.07.2016	SSLC, Type Writing, Department Test MOP	8	Completed	
9	Rajesh. C. D CE Cherthala	31.05.1970	01.09.1998	25.06.2016	Pre-Degree, Type Writing Engilsh (L)	9	Completed	
10	Dali Joseph CAS Vadakkencherry	08.04.1971	01.09.1998	25.06.2016	Pre-Degree	10	Completed	
11	Sibi John Malekudil MPTC Painavu	30.04.1972	01.09.1998	11.07.2016	B.Com, MBA	11	Completed	
12	Babu Sukumaran CE Poonjar	10.05.1972	01.09.1998	29.07.2016	B.Com Course Completed	12	Completed	

13	Sheeba. K MPIC Vadakara	15.05.1972	01.09.1998	04.07.2016	B.Com	13	Completed	
14	Deepa. K. Jose MTHSS Kaloor	27.05.1972	01.09.1998	02.07.2016	B.Com	14	Completed	
15	Viswamohanan Pillai. K CE Adoor	30.05.1972	01.09.1998	05.07.2016	BA, MOP, Department Test Pass	15	Completed	
16	Molly. K. John CE Chengannur	24.05.1973	01.09.1998	25.06.2016	B.Com with Co-operation	16	Completed	
17	Sheeba Abraham CAS Perissery	22.04.1976	01.09.1998	07.07.2016	PDC Certificate Course Computer Science in Gulf package Short term course in Office Automation & Software operation	17	Completed	
18	Sheeba Mol. K. K THSS Puthuppally	05.10.1971	19.11.1998	27.06.2016	M.Sc Mathematics Account Test (L) & (H), MOP	18	Completed	
19	Manoj. K. Mathew CE Kalloppa	15.05.1974	11.10.1999	11.07.2016	BA	19	Completed	

20	Baby John CE Adoor	07.01.1966	01.09.1998	05.07.2016	BA	20	Completed	
21	Vijaya Das THSS Perinthalmanna	30.05.1965	05.03.1996	25.06.2016	SSLC, Department Test (L)	21	Completed	
22	Beena Jacob CE Cherthala	05.05.1969	02.09.1998	27.06.2016	SSLC, Telephone Operating, DTP Course	22	Completed	
23	Filly. K. J MPTC Mala	03.01.1977	11.10.1999	30.06.2016	B.Sc Computer Application	23	Completed	
24	Biju Mon. K MPTC Kalliassery	25.04.1973	11.10.1999	01.07.2016	BA	24	Completed	
25	Remani. V. C CAS Iritty	24.05.1967	11.10.1999	04.07.2016	BA, B.Ed. Account Test (L)	25	Completed	
26	Mercy Alex CE Adoor	12.04.1966	11.10.1999	07.07.2016	BA, MOP, Department Test (L & H)	26	Completed	
27	Satheesh Babu THSS Mallappally	29.05.1966	03.04.2001	11.07.2016	BA	27	Completed	
28	Venu Gopal. G MPTC Mattakkara	09.05.1969	03.04.2001	04.07.2016	B.Com	28	Completed	

29	Soly Joseph THSS Thodupuzha	24.03.1973	03.04.2001	16.03.2018	BA	29	Completed	
30	Gino Alex CAS Karthikappally	21.05.1976	03.04.2001	13.07.2016	M.Com, M.Phil PGDCA	30	Completed	LWA from 01.03.2017 to 23.06.2021
31	Geethakumari. V CE Chengannur	13.05.1966	03.04.2001	12.07.2018	B.Com with Co-operation, Account Test (H)	31	Completed	
32	Rajesh George CAS Attappadi	01.10.1971	03.04.2001	16.07.2018	B.Com	32	Completed	
33	Mini Abraham CAS Peerumedu	06.05.1971	03.04.2001	02.07.2018	MA, B.Ed. SET	33	Completed	
34	Basheer Ahammed. Y IHRD, Headquarters	21.03.1975	01.09.1998	28.06.2018	B.Com	34	Completed	
35	S. Suchitra IHRD, Headquarters	11.06.1979	30.03.2006	28.06.2018	M.Com, B.Ed.	35	Completed	
36	Praveen. N. G IHRD, Headquartes	21.05.1980	18.02.2006	28.06.2018	MA, LLB Account Test (H) MOP	36	Completed	
37	Balasekhar. S IHRD, Headquarters	29.12.1977	20.02.2006	28.06.2018	B.Com	37	Completed	

38	Sheeja. S CE Karunagappally	09.04.1977	20.02.2006	04.07.2018	M.Sc, Account Test (L), MOP	38	Completed	
39	Vidhya. K MPTC Karunagappally	17.05.1972	17.02.2006	28.06.2018	B.Sc., PGDCA Account (L & H), MOP	39	Completed	
40	Remya Sekhar CAS Nattika	02.04.1979	01.03.2006	07.07.2018	M.Sc, B.Ed.	40	Completed	
41	Rex Achiel. C. J RC Tvpm	22.10.1979	22.02.2006	13.07.2018	MA. B.Ed.	41	Completed	
42	Rejila Kumari. R CE Cherthala	30.04.1974	20.02.2006	28.06.2018	B.Sc., MCA	42	Completed	
43	Chithra. M. R CAS Kodungalloor	30.05.1980	25.02.2006	02.07.2018	B.Com, Account Test (H), MOP	43	Completed	
44	Anaz. K. R CAS Adoor	31.05.1974	17.02.2006	02.07.2018	B.Com, DPCS of NCVT Government of India	44	Completed	
45	S. Sunilkumar CE Chengannur	20.08.1965	01.03.2006	18.07.2018	B.Sc, Account Test (L & H)	45	Completed	
46	Bindu. K. S IHRD (HQ) now at CAS Calicut (on deputation)	01.05.1973	18.02.2006	28.06.2018	MA	46	Completed	

47	Beena. P. K CAS Malappuram	22.09.1975	05.04.2001	28.06.2018	B.Com, DCA	47	Completed	
48	Sudeep. A. C CAS Pinarayi	01.06.1975	02.03.2006	20.07.2018	M.Com, Account test (H), MOP	48	Completed	
49	Salini. C. A MEC Ernakulam	26.08.1975	20.03.2006	28.06.2018	M.Sc, B.Ed.	49	Completed	
50	Bindu Gopinath MTHSS Kaprassery	16.01.1975	28.02.2006	29.06.2018	B.Com. & PG Diploma in Taxation	50	Completed	
51	Kala. L. J IHRD, Headquarters	02.03.1976	17.02.2006	11.07.2018	M.Sc, B.Ed. Account Test (L & H)	51	Completed	
52	Aparna Prakash THSS Peerumedu	29.04.1981	20.02.2006	29.06.2018	MCA	52	Completed	
53	Priya. N. Peethambar CE Kottarakkara	03.05.1976	20.02.2006	19.07.2018	PG, PGDIT, Account Test (L& H), MOP	53	Completed	
54	Leya. N. P CE Attingal	16.05.1974	18.09.2006	28.06.2018	B.Sc, B.Ed. (Public Administration) Account test (L)	54	Completed	

55	Sreeja. P IHRD, Headquarters	10.07.1978	01.11.2006	28.06.2018	M.Sc, B.Ed.	55	Completed	
56	Surya. S. B CAS Puthenvelikkara	13.08.1978	01.11.2006	04.07.2018	MBA	56	Completed	

Sd/-
DIRECTOR

Approved for Issue



Senior Superintendent



Provisional Seniority list for promotion to the post of Head Clerk on Rs.27800-59400/-

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

Dated. 28.03.2023

<i>Sl. No.</i>	<i>Name of Employees & Present Institution</i>	<i>Date of Birth</i>	<i>Date of Commencement of Regular Service in the ministerial cadre</i>	<i>Date of joining cadre of Senior Office Assistant</i>	<i>Qualification</i>	<i>Seniority No. in the appointment order of feeder category (Junior Superintendent)</i>	<i>Graduation. 8 years experience in office work under IHRD. Account Test (Lower) passed. Manual of Office procedure (MOP) (with protection for employees in service as on 07.02.2011)</i>	<i>Remarks</i>
1	Shaji. M. Muttumpurath CAS Calicut	30.05.1970	01.09.1998	30.04.2005	BA, MOP Account Test (H)	1	Completed	
2	Deepthi. B CAS Adoor	23.03.1977	20.10.2006	12.01.2011	BA, PGDCA	2	Completed	
3	Sreeja. S IHRD Headquarters	06.05.1978	26.10.2006	12.01.2011	MCA	3	Completed	
4	Jaleela Beevi. M. .A MEC Ernakulam	25.05.1974	03.11.2006	12.01.2011	BA, LLB	4	Completed	

5	Chandrika. P. C MPTC Painavu	26.04.1973	26.10.2006	12.01.2011	M.Com	5	Completed	
6	Smitha. U CE Cherthala	30.03.1977	01.11.2006	14.01.2011	BSc, PGDCA, HDC, CIC, CFA, Account Test (L)	6	Completed	
7	Rajasree. S. Varma IHRD Headquartes	31.03.1976	06.11.2006	12.01.2011	MCA	7	Completed	
8	Vandana. N IHRD Headquartes	22.05.1975	25.10.2006	12.01.2011	B.Sc, PGDCA	8	Completed	
9	Sindhu Shanmugam IHRD Headquartes	12.11.1971	01.11.2006	12.01.2011	Post Graduate	9	Completed	
10	Senthil Kumar MEC Ernakulam	10.12.1970	02.11.2006	12.01.2011	B.Sc	10	Completed	
11	Lekshmi Rani IHRD Headquartes	21.11.1976	30.10.2006	12.01.2011	MA	11	Completed	
12	Liji. K. R MEC Ernakulam	27.03.1977	02.11.2006	12.01.2011	M.Com	12	Completed	
13	Snadhya Murali. P CE Adoor	01.06.1978	04.01.2007	12.01.2011	B.Sc, B.Ed., KSR (L), Mop	13	Completed	

14	Suni. S CAS Dhanuvachapuram	30.04.1975	04.01.2007	12.01.2011	B.Sc, HDC	14	Completed	
15	Priya. C. S RC Edappally	24.05.1976	01.09.1998	24.01.2017	B.Com	15	Completed	
16	Raveendran Pillai MPTC Karunagappally	29.05.1971	11.10.1999	23.01.2017	Pre-Degree Account Test (L & Mop)	16	Completed	
17	Ruksana. A. R CAS Thamarassery	04.03.1979	01.03.2006	07.02.2017	M.Com & MFM (UG & 2 PG)	17	Completed	
18	Jacob Thomas MPTC Mala	29.06.1975	16.02.2006	30.1.2017	B.Sc, B.Ed.	18	Completed	
19	Sini. T. V MPTC Vadakara	12.04.1973	18.02.2006	24.01.2017	B.Sc, PGDCA	19	Completed	
20	Manjith. C THSS Muttada	24.02.1976	17.02.2006	01.03.2017	BA	20	Completed	
21	Sree Hari. N CAS Puthuppally	23.08.1974	21.02.2006	23.01.2017	BA	21	Completed	
22	Tresa Sinda. A MEC Ernakulam	09.03.1977	27.02.2006	23.01.2017	B.Sc, B.Ed.	22	Completed	
23	Sajesh Kumar. R CAS Kundara	05.05.1980	05.01.2007	25.01.2017	B.Com	23	Completed	

24	Manjusha Devi. N. P CE Chengannur	30.05.1977	11.01.2007	23.01.2017	M.Sc, B.Ed, PGDCA, Account Test (L& H)	24	Completed	
25	Shanavas. M. A CAS Thodupuzha	17.03.1980	22.11.2007	24.01.2017	MBA, Account Test (L&H), MOP	25	Completed	
26	Joy Mathew CAS Puthuppally	06.05.1974	19.11.2007	24.01.2017	B.Com	26	Completed	
27	Shaise Symon CAS Nedukandam	03.01.1978	17.11.2007	30.01.2017	B.Sc, PGDCA (IHRD)	27	Completed	
28	Jyothimani. M THSS Mallappally	20.05.1978	01.12.2007	23.01.2017	Degree, Mop, Account Test (L)	28	Completed	
29	Ashraf Tharammal EC Tirur	06.01.1973	14.12.2007	28.01.2017	BA, HDC, Data Enrty Certificate, Account Test Lower and Mop	29	Completed	
30	Jiji Johnson IHRD Headquarters	17.05.1974	30.11.2007	21.01.2017	MBA (HRM), MA Sociology, MA English, PGDCA, Diploma in E- commerce, DCA and DM, DTP Diploma in E-Commerce and DCA & DTP)	30	Completed	

31	Kavitha. G CAS Kalanjoor	31.05.1977	17.11.2007	23.01.2017	MPH, Diploma in Computer, B.Ed, Account Test (L), Mop	31	Completed	
32	Robin Thomas CAS Mallappally	23.04.1974	19.02.2008	24.01.2017	B.Sc, PGDCA	32	Completed	

Approved for Issue



Senior Superintendent



*Sd/-
DIRECTOR*

Provisional Seniority list for promotion to the post of Senior Office Assistant on Rs.25200-54000/-

No. EA4/9141/2020/HRD (4)

Dated. 28.03.2023

Sl. No.	Name of Employees & Present Institution	Date of Birth	Date of Commencement of Regular Service in the ministerial cadre	Date of joining cadre of Office Assistant	Qualification	Seniority No. in the appointment order of feeder category (Junior Superintendent)	Graduation. 2 years experience in office work under IHRD. Account Test (Lower) passed. Manual of Office procedure (MOP) (with protection for employees in service as on 07.02.2011 *	Remarks
1	Sreeni. C.S MFS Thiruvananthapuram	25.05.1969	01.07.1995	06.03.1998	SSLC	1	Completed	
2	Haridath. D IHRD Headquarters	27.04.1971	01.09.1998	12.10.2001	SSLC	2	Completed	
3	Ramlath Beevi. H CE Adoor	22.05.1971	01.09.1998	12.10.2001	BA	3	Completed	
4	Reena. C. P CAS Pattuvam	31.05.1971	05.04.2001	05.05.2003	BA	4	Completed	

5	Ajith Kumar. V. K THSS Adoor	29.05.1968	12.11.2007	12.11.2008	MA, M.Ed., NET	5	Completed	
6	Vincent Augustine MPTC Mattakkara	11.05.1970	16.04.2001	30.04.2010	B.Com	6	Completed	
7	Suresh Kumar. G.S CE Kallooppa	01.06.1970	23.06.2017	23.06.2017	B.A, DCA	7	Completed	
8	Renju. T. S IHRD Headquarters	29.05.1979	23.09.2010	16.11.2018	PG, NCVT (DTP), Account Test (L) MOP	8	Completed	
9	Manjula. N. K CAS Kaduthuruthy	19.03.1976	23.09.2010	16.11.2018	B.SC, DCA, Tally DTP	9	Completed	
10	Bijeesh Puthiyottil CAS Nadapuram	10.01.1982	25.09.2010	26.11.2018	Graduate MOP, Account Test (L) Passed	10	Completed	
11	Meera Chandran. B. L. IHRD Headquarters	03.05.1986	24.09.2010	19.11.2018	B.Sc, DCA, MOP, Account Test (L &H)	11	Completed	
12	Deepa Valakkandy Maviila CAS Pinarayi	29.05.1970	24.09.2010	21.11.2018	Degree	12	Completed	
13	Jayasree. G.R CE Kottarakkara	20.05.1981	24.09.2010	16.11.2018	MA, COPA, Account Test (L & H), MOP	13	Completed	

14	Florence, S. L. IHRD Headquarters	30.05.1979	27.09.2010	16.11.2018	B.Sc, Basic Computing Account Test (L), MOP	14	Completed	
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***Note:-** Persons in IHRD service who attain the age of 50 years as on the date of promotion to the post shall be exempted from passing the Account Test (L) and MOP.

Approved for Issue



Senior Superintendent



Sd/-
DIRECTOR