KERALA PUBLIC ENTERPRISES (SELECTION & RECRUITMENT) BOARD

Vellayambalam, VikasBhavan P.O,Thiruvananthapuram

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NOTIFICATION

CATEGORY NO: **023/2026**

Opening Date: 20-11-2026 Closing Date: 19-12-2026

Name of the PSU/Department	:	Kerala State Textile Corporation Ltd
Name of the post	:	Manager (Personnel)
No. of Vacancy	:	1
Post Type	:	Contract
Consolidated Pay	:	70,000

I. COMPANY/DEPARTMENT PROFILE:

Kerala State Textile Corporation Ltd is a company incorporated under the Companies Act, 1956. The Corporation is a Public Sector Undertaking under the Industries Department, Government of Kerala. The Corporation has seven textile Mills across Kerala and one textile testing lab.

II. JOB DESCRIPTION AND RESPONSIBILITIES:

• Formulate and implement manpower planning, recruitment, and induction policies. • Administer service matters including appointments, promotions, transfers, confirmations, and retirement benefits. • Maintain industrial relations, participate in negotiations, and advise Management on labour matters. • Ensure compliance with labour laws, labour codes, and statutory requirements. • Administer pay revisions, welfare schemes, leave, PF, gratuity, and employee benefits. • Coordinate training, skill development, and organizational improvement initiatives. • Draft and review HR policies, service rules, and personnel procedures. • Coordinate personnel administration across all units and offices. • Prepare Board notes, Government communications,

HR reports, and compliance reports. • Monitoring the day to day employment in the units. • All statutory compliance.

III. ELIGIBILITY:

1. QUALIFICATION:

Graduate with MBA (HR)/MSW in Personnel Management/ Master of Human Resource Management (MHRM) from a UGC recognized University or National Institutes established by the Central Government or Institutions established by the Government of Kerala. The qualification shall be the one obtained after a regular course of study. The applications with above referred qualifications only will be considered.

2. AGE LIMIT:

Maximum age of 45 years as on the date of notification.

3. EXPERIENCE:

7years' post qualification experience in an Industrial undertaking, out of which 4 years in Managerial grade

4. APPLICATION FEE:

Rs. 1000/– ; for SC/ST candidates Rs.250/–

5. SPECIAL NOTE:

With reference to "Note to the Applicants" in the Notification (IV. (6)) , it is clarified that the community reservation for appointments is not applicable in the case of contract appointments.

IV. NOTE TO APPLICANTS:

1. The applicants are required to go through the notification carefully and satisfy themselves about their eligibility for this recruitment before applying
2. Admittance to the written examination/skill test/interview will only be provisional. The Board will have the right, not to evaluate the performance of the candidate if material discrepancy is found regarding the applications/credentials at any stage of the recruitment. The candidature of such applicants will be rejected.
3. Candidates shall submit their applications only through online mode.Applications submitted through any other medium will be summarily rejected.
4. Candidates must upload their essential qualification and essential experience certificates while applying.The applications in respect of those who fail to upload the certificates shall be summarily rejected.
5. Candidate should provide a valid email ID and mobile number as all correspondences

pertaining to the recruitment will be communicated to the registered email id and mobile number provided at the time of filling online application.

6. Relaxation in upper age limit is applicable to eligible candidates as per rules.

7. SC/ST/OBC/EWS candidates will be eligible for reservation benefits as per rules, provided they upload valid and updated relevant certificates (Caste Certificate/Community Certificate/Non-Creamy Layer Certificate/EWS Certificate) as the case may be. In the absence of valid certificates, no reservation benefits will be granted.

8. Any form of canvassing or attempt to influence the selection process will result in disqualification of the candidate.

9. The Board reserves the right to modify, postpone or cancel the recruitment process at any stage without assigning any reason

10. Candidates are advised to keep a print out of the completed online application form for future reference.

Secretary
Kerala Public Enterprises
(Selection & Recruitment) Board