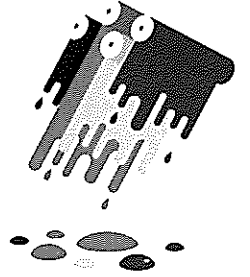


## KERALA BOOKS AND PUBLICATIONS SOCIETY

(An undertaking of the Government of Kerala)  
Kakkanad P.O. Kochi-682 030, Kerala



No. P&A2/529K/2025/5322

Date : 30-12-2025

### NOTIFICATION

Applications are invited from eligible candidates for engagement as **Reproduction Assistant cum DTP Operator on contract basis** in the Kerala Books and Publications Society. The responsibilities include DTP operations, page layout, graphic design, scanning, digital file processing, and preparation of materials for printing using advanced computer based systems, including CTP workflows. The engagement will be on a contract basis for six months, which can be extended based on performance and requirement, with a consolidated monthly remuneration of ₹23,410/-. Interested candidates may apply with their detailed resume along with copies of certificates proving qualification and experience in a sealed cover addressed to the **Managing Director, KBPS, Kakkanad P.O., Kochi – 30** on or before 21/01/2026.

Contact No: 9288001410.

Details in the prescribed format shall also be enclosed along with the application.

Name of Post : Reproduction Assistant cum DTP Operator

Qualification : Three-year Diploma in Printing Technology

OR

Pass in 10<sup>th</sup> /12<sup>th</sup> Standard with Certificate Course in DTP/Graphic Design

Experience : Minimum 1 year of relevant experience in DTP operations and Prepress activities.

Screening of applications will be with reference to the qualification and experience.

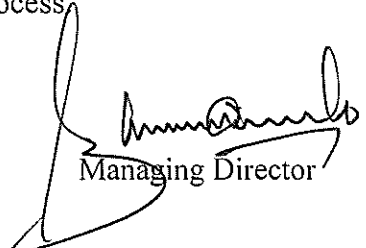
### General Conditions

1) The candidate should submit duly completed and signed application, in plain paper along with latest photograph giving full details regarding Educational and other qualifications, Date of Birth, period and nature of experience, proof of identity etc., in a closed envelope superscribing “ **Application to the post of Reproduction Assistant cum DTP Operator**” so as to reach the office of Kerala Books and Publications Society, Kakkanad, Kochi-682030 on or before 21/01/2026.

2) Please ensure your eligibility for the post before submission of application. In case the candidate is found to be ineligible on any ground, his/her candidature will be cancelled immediately and no correspondence will be entertained in this connection.

3) The application received within stipulated time as stated above shall only be taken into consideration, no correspondence will be entertained as regards incomplete/time barred application.

- 4) Candidates who do not possess the prescribed essential educational qualifications and experience of prescribed nature and duration as on the date of notification will not be eligible and will not be considered.
- 5) The experience of prescribed nature and duration should have been acquired after acquiring the prescribed educational qualifications for the post notified.
- 6) The Management reserves the right to call only those candidates who according to its decision rank high in term of eligibility criteria among the applications received and mere eligibility will not entitle any candidates for being called for test/interview.
- 7) The Management also reserves the right to restrict the number of applicants for test/interview depending upon the level of response for each post.
- 8) The Management also reserves the right to reject any application, cancel the post or candidature without assigning any reason thereof.
- 9) The Management reserves the right to withdraw the said notification at any time.
- 10) The prescribed essential qualifications are the minimum and mere possession of the same/fulfilling of eligibility criteria does not entitle candidates to be called for the test/interview.
- 11) Regarding the interpretation of this notification, the decision of Management will be final and binding on all concerned.
- 12) The recruitment process can be cancelled/suspended/terminated without assigning any reasons. The decision of management will be final and no appeal in this regard will be entertained.
- 13) The decision of the management in respect of selections shall be final and no correspondence in this regard will be entertained. Canvassing in any type from any source will disqualify the candidature of the applicant.
- 14) No travelling allowance will be admissible for the recruitment process.

  
Managing Director

Cc to : Finance/P&A5/127-publish in dailies/IT - publish in website

