

UNIVERSITY OF JAMMU

SHORT ADVERTISEMENT NOTICE

Pursuant to amendments made in the Jammu and Kashmir Reservation Rules 2005 vide Government of Jammu and Kashmir notification dated 20.04.2020 S.O 127 and subsequently adopted by the University of Jammu vide its 86th University Council resolution No. 86.65 dated 11.09.2020 and in supersession to all earlier advertisements (if any), ONLINE applications are invited from the Domiciles of Union Territory of Jammu and Kashmir for the following positions in the University of Jammu:

S. No.	Name of the post	No. of vacant post/s	Campus & Category- wise breakup	Pay Level & matrix as per 7 th pay scale
1.	Assistant Registrar	08	Main Campus = 08 (UR=05, RBA=01, SC=01, ST=01)	Level-10 (56,100-1,77,500)
2.	Semi-Professional Assistant	10	i) Main Campus = 07 (UR=04, ST=01, EWS= 01 & ALC/IB= 01) ii) Bhaderwah Campus = 02 (RBA=01 & SC= 01) iii) Poonch Campus = 01 (UR)	Level-6 (35,400-1,12,400)
3.	Lab. Assistant (Geography= 01 & Zoology =01)	02	Main Campus = 02 i) Zoology = 01 (UR) ii) Geography = 01 (RBA)	Level-6 (35,400-1,12,400)
4.	Liaison Officer (GZSAC)	01	Main Campus (UR)	Level-6 (35,400-1,12,400)
5.	Junior Engineer	03	Main Campus =03 i) Electrical= 01 (RBA) ii) Civil= 02 (UR=01 & SC= 01)	Level-6 (35,400-1,12,400)
6.	Field Assistant –cum-Store Keeper (Landscaping Unit)	01	Main Campus= 01 (UR)	Level-5 (29200-92300)
7.	Store Keeper (Geology)	01	Main Campus =01 (UR)	Level-4 (25500-81100)
8.	Electrician	02	Bhaderwah Campus = 02 (UR=01 & RBA= 01)	Level-4 (25500-81100)
9.	Works Supervisor (Works Deptt)	01	Main Campus = 01 (UR)	Level-2 (19900-63200)

Advertisement of above positions at S. Nos. 05 to 09 are in supersession to earlier advertisement issued by the University of Jammu vide No. Estab./NTW/C&R/16/789-888 dated 19.12.2016. The applicants who have applied earlier for these posts in response to above notification will also need to apply afresh, if eligible in accordance to this advertisement. They shall however, be exempted from paying any application fees, if already applied and paid against the above mentioned advertisement.

Candidates desirous of applying for the aforesaid posts are requested to visit University website www.jammuuniversity.ac.in for the complete details of the advertisement viz qualifications/eligibility and other terms and conditions and filling/submission of the application form.

IMPORTANT DATES

- Opening of Online Application Portal visit www.jammuuniversity.ac.in : 12.10.2021
- Last date of submission of complete online application form through the above portal : 03.11.2021

No. C&R-NTW/21/829

Dated: 07-10-2021

Masrobia
REGISTRAR

UNIVERSITY OF JAMMU JAMMU

ADVERTISEMENT NOTICE

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Reservation for all the above posts wherever applicable and admissible is as per the provision of S.O. 127 dated 20.04.2020 issued by the Government of UT Jammu & Kashmir.

Vacancies at S. No. 02 are for different Campuses. The candidate desirous to apply for two or more campuses are required to apply separately for each Campus. The posts for the Bhaderwah/ Poonch Campus are non- transferable and is exclusively for the campus concerned only.

IMPORTANT DATES TO BE NOTED BY THE APPLICANTS FOR SUBMISSION OF APPLICATION FORM

S.No	Details	Date
1	Opening of online Application Portal visit www.jammuuniversity.ac.in	12.10.2021
2	Last date for submission of complete online application form through above portal	03.11.2021

QUALIFICATIONS AND ELIGIBILITY CRITERIA

1. Assistant Registrar

Good academic record plus Master's Degree with at least 55% (50% in case of SC/ST) of the marks or its equivalent grade of B in the UGC Seven Point Scale.

2. Semi-Professional Assistant

Graduate with Bachelors in Library Science

3. Laboratory Assistant (Geography /Zoology)

M.Sc in the subject concerned.

4. Liaison Officer

MA / M.Ed. or equivalent with minimum 1-2 years relevant experience.

5. Junior Engineer

i) Civil

Must hold Diploma in Civil Engineering of a recognized Institute with at least 2-3 years experience as J.E OR Bachelor of Engineering.

(ii) Electrical

Must hold Diploma in Electrical Engineering of a recognized Institute with at least 2-3 years experience as J.E OR Bachelor of Engineering.

6. Field Assistant Cum Storekeeper (Landscaping)

B.Sc. Agriculture/Horticulture/Floriculture

7. Store Keeper

B.Sc. with experience of handling stores

8. Electrician

Matric with Diploma from ITI in relevant trade.

9. Works Supervisor

Matriculation Examination pass or its equivalent from any recognized institute / University and having ITI Certificate in Building Construction trade / Mason.

GENERAL INSTRUCTIONS:

1. The applicants are required to produce printout of ONLINE application form (Hardcopy) completed and duly self-attested along with supporting documents at the time of skill test/trade test/Computer Test/Interview etc. failing which such candidates shall not be allowed to participate in the process.
2. Keep a printout of completed online application (Hardcopy) form for future reference also.
3. The Candidates applying for the aforesaid positions should be domiciles of the Union Territory of Jammu and Kashmir and have to upload the Domicile Certificate issued by the Competent Authority on the format prescribed for the purpose.

4. Age as on 01/01/2021

- i) Minimum for all candidates: = 18 years
ii) Maximum for:
a) General Candidates = 40 years
b) Socially and Educationally backward classes
viz. weak and under privileged classes
OSC (other Social Caste)/SC/ST/RBA/EWS (Economically weaker Section)
/ALC/IB /PSP (Pahari Speaking people) candidates = 43 years
c) Physically challenged candidates = 42 years
d) Ex-Serviceman = 48 years
e) In case of candidates already
in Government Service / Contractual employees = 40 years

5. In the seven-point scale with letter grades O, A, B, C, D, E & F, "B" shall be regarded as equivalent of 55%, wherever the grading system is followed

Seven point scale		
Grade	Grade point	% Age equivalent
O=Outstanding	5.50-6.00	75-100
A=Very Good	4.50-5.49	65-74
B=Good	3.50-4.49	55-64
C= Average	2.50-3.49	45-54
D=Below Average	1.50-2.49	35-44
E=Poor	0.50-1.49	25-34
F=Fail	0.00-0.49	00-24

6. Candidates should carefully read the requisite minimum essential qualifications and experience criteria etc. laid down in the advertisement before applying for these posts. Since all the applications will be screened on the basis of information submitted by the candidates in the online application form, the candidates must satisfy themselves of the suitability for the position to which they are applying. If at any stage during the recruitment and selection process, it is found that candidates have furnished false or wrong information, their candidature will be rejected.

Application once submitted cannot be altered/resubmitted, under any circumstances. Further, no request with respect to making changes in any data/particular entered by the candidate in the online Application will be entertained, once the application is submitted successfully. Therefore, please keep all data/details/documents ready before you start filling up the Application online.

7. **Fee of Rs. 1610/- for the positions at S.No. 01 and Fee of 970/- for posts from Sr.No.02 to 09** has to be paid through the recruitment portal payment gateway. The application shall be considered as a submitted application only after the payment of fees. The fee once paid will not be refunded or re-adjusted under any circumstances.
8. Candidates who have successfully submitted their applications have to ensure that their name appears in the list which would be available after the last date of the advertisement on the website. Only those candidates who have paid the fees and successfully submitted the online application form their names would appear in the list. If there is any discrepancy/query, please contact **recruitmentandcreation@gmail.com** within one week from the date of display of the list.
9. Only those candidates should apply for these posts who fulfil the eligibility criteria on or before the last date of submission of online application. Further, the prescribed qualifications and experience are the minimum and the mere fact that a candidate possessing them will not entitle him/her for being called for screening test and/or interview and/ or Trade test /skill test etc. The University reserves the right to restrict the candidates to be called for interview/Trade/skill test to a reasonable number on the basis of a screening test and/or qualifications and /or experience/or any other screening criteria higher than the minimum prescribed.

10. The candidate applying against reserved posts are required to upload the self-attested copy of relevant 'Reserved Category Certificate issued by the Competent Authority in the proforma as prescribed by the Jammu and Kashmir Government.
11. Correspondence with the applicants for intimation of written tests/interviews will be done by email and/ OR registered/speed post. No correspondence will be made with applicants who are not shortlisted/called for screening test and/or interview and/ OR Trade/skill test etc. The University shall, however, not be responsible for any postal delay/lapse.
12. The list of shortlisted candidates will be uploaded on the University website. (www.jammuuniversity.ac.in). As such, the applicants are advised to keep checking the website for information and updates.
13. Canvassing, in any form, by or on behalf of the candidate will summarily disqualify the candidate.
14. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the University shall be final and binding.
15. The Government Servants should send the print out of complete application form (hard copy) through the Administrative Authority concerned, the University Employees through the Registrars of their respective Universities and by the persons employed in the private Firms and Institutions through the Heads of the Firms/Institutions concerned. Applications not routed through the proper channels are liable to be rejected. No Objection Certificate (NOC) from the employer, if not available at the time of submission of application form, shall have to however, be submitted on or before the interview/Trade Test/Skill Test etc.

Mailing address for forwarding hardcopy of Application Form and documents:
"Assistant Registrar, Creation and Recruitment (NTW)
First Floor, Administration Block-II, Baba Saheb Ambedkar Road,
University of Jammu. Jammu-180006"

- 16 Incomplete applications will be summarily rejected.
- 17 For any technical support or system error during the submission of online application form, the candidates may approach the creation and recruitment section at e-mail recruitmentandcreation@gmail.com or contact at **0191-2435248, 2435259, 2453544, 2453588** (Extn- 2270 & 2224) or Mobile No. **9419204665 / 9419187614**
- 18 Candidates selected for appointment will be placed on probation for one or two years as per the recommendations of the selection committee.
- 19 Terms and conditions of appointment of candidates shall be governed by the provisions of the Kashmir and Jammu Universities Act, 1969, and the Statutes and Regulations made thereunder from time to time. Where the University does not have its own service rules, those prescribed by the J&K Government for its employees are, mutatis mutandis, applicable to the University employees also.
- 20 Candidates invited for the screening test and/or interview and/ or Trade test /skill test etc will have to present themselves at Jammu at their own expenses.
- 21 Impersonation or submission of false / fabricated / tampered documents or making incorrect / false statements by a candidate, will, in addition to debarring him / her permanently or for a specific period from any employment in the University, shall also render him/her liable for criminal prosecution.
- 22 The University also reserves the right to fill or NOT to fill any of the posts advertised, in the event or exigency so decided by the University.
- 23 Candidates selected for appointment will have to produce the original documents relating to their age, qualifications, experience etc., at the time of interview and/ or Trade test /skill test etc and also before joining the post to which they are appointed.
- 24 Any addition/ deletion/ modification subsequently prescribed by the University/any other relevant statutory body in the terms and conditions for appointment including qualification etc. for the aforesaid positions shall be deemed to have been made applicable for recruitment of these positions from the date of notification of any such amendments.
- 25 In case of any corrigendum/addendum pertaining to this advertisement, the same shall be published in the University Website only. Accordingly, all applicants in their own interest are advised to keep track of University Website.

- 26 The number of vacancies shown above is tentative and the same may increase or decrease, at the time of selection.
- 27 This is subject to the outcome of writ petition (s) if any, pending before any competent court of law.
- 28 The scheme of entrance examinations and syllabi for the above mentioned positions if otherwise required shall be notified separately and uploaded on the University website www.jammuuniversity.ac.in
- 29 The earlier advertisement notices issued from time to time stand withdrawn and positions are being re-advertised as per the approval of the authority and selection process initiated, if any, stand cancelled.
- 30 If the Degree is not available at the time of filling up the on-line application form, the candidates may upload the Provisional Degree/Final Semester Mark sheet in place of Degree. However, the candidates shall have to submit the Degree at the time of verification of documents

Registrar
REGISTRAR

No. Estab./NTW/C&R/21/729-828
Dated: 07-10-2021

Copy to:-

1. Spl. Secretary to The Vice-Chancellor
2. Dean Academic Affairs / DRS
3. Registrar
4. Sr. P.A. to Controller of Examinations.
5. Director, DIOA/DDE/CDC/CACE&E/ Computer Centre/ Physical Education/ Academic Staff College/Centre for Studies in Museology & Sheikh-ud-Din-Noorani Museum of Heritage/DSRS/Centre for History of Culture of Jammu & Ladakh region/SHTM/ICCR&HRM/ Disaster Management Cell.
6. All Rectors of the various Campuses of the University.
7. All Directors of the Satellite Centers
8. Dean, Planning & Development/ Students Welfare/ Dean, Student Placement and Provost, Hostels (Boys / Girls)
9. All Heads of the Teaching Departments of the University
10. I/C Librarian, Dhanvantri Library
11. Director Information department, J&K Government, Jammu.
12. Employment Information-cum-Advisory Bureau, University of Jammu
13. Sr. P.A. to Joint Registrar / Joint Registrar(Finance)
14. Director, Disaster Management Cell/OSD Foreign Collaborations
15. Programme Coordinator, NSS
16. Chief Medical Officer
17. All Wardens of University Hostels
18. All Dy. Registrars/Assistant Registrars
19. Director, Centre for ITES for uploading the same on the University website.
20. Executive Engineer/Manager Guest House
21. President, JUTA/JUOWA/NTEU/JUNGEA
22. Station Director, Radio Kashmir, Jammu.
23. Director, Doordarshan Kendra, Jammu.
24. All Sections
25. Forms & Stationery Section, with 3 spare copies.
26. Guard file