



UNIVERSITY OF KASHMIR

NAAC ACCREDITED GRADE "A"
HAZRATBAL, SRINAGAR-190006

ADVERTISEMENT NOTICE No. 01 of 2019

Dated: 08-01-2019

Online Applications are invited from the permanent residents of Jammu & Kashmir State for the following position available in the University of Kashmir as mentioned in the details:

S. No	Post Id	Post with Pay Band/ Grade Pay	Campus/ Department/ Institute	No. of Posts	Minimum Qualifications:
1.	PGD-LL-3	Assistant Extension Education Officer Level 05 of Pay Matrix ₹29200-92300/-	DLL	01	1. Post Graduation in any of the subjects of Social Science having minimum of 50% marks & 2. 03 years work experience in Extension Education in any Higher Education Institute/ Department.

IMPORTANT DATES:

01	Submission of Online Forms / Hard Copies.	10-01-2019
02	Last date for submission of Online Forms/ Deposition of Fee.	25-01-2019
03	Last date for submission of Hard Copies.	28-01-2019

SUBMISSION OF ON-LINE APPLICATION FORMS:

- Step 1:** Visit <http://www.kashmiruniversity.net> and Click on **Jobs/Recruitment** link. Read detailed Important Instructions and preview of whole process for Registration and submission of Application Form before proceeding ahead.
- Step 2:** Candidate needs to register him/herself before submitting the Online Application. For Registration, Click on the **Register as an Applicant** link. Remember the Username and Password for future reference. Use valid **Email ID and mobile number** during registration process
- Step 3:** After successful Registration, **Login** into the system by using your Username and Password.
- Step 4:** Key in the personal details, educational qualifications, experience etc then **Preview** the Form, if details are correct, Click on **Submit**. If there is variation or you want to update, Click on **Edit**, make corrections, updations and then Submit. **Remember, no editing or updating is allowed after the Form is submitted.** Get a print out of the Application Form and note the Form No. for future reference.
- Step 5:** Select payment mode for depositing Application Fee (Online mode or against the pay-in-slip). Deposit the Application Fee of ₹550/-, through Online mode or against the bank pay-in-slip generated with the Application Form, in any of the branches of the J&K Bank, across the country.

SUBMISSION OF DOWNLOADED APPLICATION FORM (HARD COPY):

Submit a Print-out of the Application Form submitted online along with the enclosures, duly numbered at right hand top margin, as per the auto-generated serial numbers against each entry, bank pay-in-slip/online payment acknowledgement, either personally or through Speed/Registered post to the Office of the Deputy Registrar (Recruitment), Ground Floor, Administration Block, University of Kashmir, Main Campus, Hazratbal, Srinagar-190006, J&K.

Candidates sending print-out of their Application Forms by post should ensure that the envelope containing Application Form is super-scribed as "**Application for the post of, Post ID, Advertisement notice No. Dated**" & reaches by or before the last date. Application Form received by post after the last date shall be rejected summarily without any notice in this regard.

TERMS AND CONDITIONS AND OTHER REQUIREMENTS FOR THE POST ARE AS UNDER:

- i) The age of candidates as on 01.01.2018 should be:
 - a. Not below 18 years; and
 - b. Not above:
 1. 40 years in case of Open Merit.
 2. 42 years in case of Physically Challenged candidates.
 3. 40 years in case of candidates in Government Service/Contractual employees.
 4. 48 years in case of Ex-Servicemen.
- ii) 3% horizontal reservation shall be provided to Physically Handicapped Category candidates in accordance with the notification No: F(Res-Policy-Speciallyabled)KU/Gen.Admin dated 03-05-2017.
- iii) In-Service candidates shall have to route their Application Forms through proper channel with the recommendations/no objection of the employer. However, they shall deposit the Advance Copy of the Application Form before the late date and marked as Advance Copy at the top of Form;
- iv) Candidates should append with their Application Form, attested copies of the qualification/technical/experience certificates along-with the marks certificates, without which his/her Application Form shall be rejected without any notice;
- v) Eligible candidates shall have to undergo the process of selection, whatsoever, determined by the University;
- vi) Candidates not fulfilling the aforementioned eligibility criteria on the last date of submission of Application Form need not to apply;
- vii) Mere submission of application form for the advertised post here in above does not itself entitle any applicant to be called for Written Test/ Computer Test/ Physical Fitness Test and/ or interview;
- viii) Candidates to be called for interview shall have to produce the original documents relating to their age, qualifications, experience and fitness etc at the time of interview;
- ix) The University reserves the right not to fill up any of the vacancies advertised, if circumstances so warrant, without assigning any reason thereof.
- x) The number of vacancies indicated in Advertisement notice is tentative. The University reserves the right to increase/decrease the number of posts at the time of selection.
- xi) Service of the appointee shall be transferable between different Satellite Campuses of the University of Kashmir.
- xii) A candidate found guilty of impersonation or submitting fabricated, tampered, fake or forged documents or making statements which are incorrect or false or suppressing material information may be debarred permanently or for a specific period from being considered for any or all future appointments, in addition to rendering him/her liable for criminal prosecution.
- xiii) Canvassing in any form by or on behalf of a candidate will render the candidate concerned for disqualification;
- xiv) The candidates who have obtained degrees from the Foreign Universities should enclose equivalence certificate issued by the AIU-UGC, New Delhi without which their candidature will not be considered and application form will be rejected.
- xv) Candidates invited for screening test/interview shall not be paid any T.A and D.A.

Sd/-
Assistant Registrar
(Recruitment)

No: F(Advt- Non-Teaching)/Rectt./KU/2019

Dated: 08-01-2019

Copy to the:

- i. Dean Academic Affairs;
- ii. Dean Research;
- iii. Deans of all Schools;
- iv. Dean, Students Welfare;

- v. *Director, Directorate Internal Quality Assurance;*
- vi. *Heads of all Teaching Departments/ Directors of various Research Centres/ Units ;*
- vii. *Director, Convocation Complex/ North/ South Campus;*
- viii. *Controller of Examinations/ Additional Controller of Examinations;*
- ix. *Rector Leh/ Kargil Campuses;*
- x. *Director, IT & SS, University of Kashmir. He is requested to direct the concerned official to upload the Advertisement Notice on the University website.*
- xi. *Librarian, Allama Iqbal Library;*
- xii. *Provost/Chief Proctor;*
- xiii. *Special Secretary to the Vice Chancellor for kind information of the Vice-Chancellor;*
- xiv. *All Officers of the University;*
- xv. *P.S to Registrar for information of the Registrar;*
- xvi. *Notice Board/s.*
- xvii. *File.*