



UNIVERSITY OF KASHMIR

NAAC Accredited Grade "A"
HAZRATBAL, SRINAGAR-190006

ADVERTISEMENT NOTICE 02 of 2018

Dated: 16-05-2018

Online Applications are invited from the permanent residents of Jammu & Kashmir State for the following positions available in the University of Kashmir as per the details indicated against each:

S. No	Post Id	Post with Pay Band/ Grade Pay	Campus/ Department/ Institute	No. of Posts	Minimum Qualifications:
1.	ZCU-COE-3	Workshop Superintendent Rs 9300-34800 with GP Rs 4600/-	Institute of Technology, Zakura	01	B.Tech. / B.E. in Mechanical Engineering with at least 50% marks. Desirable: ✓ Two years relevant experience in the field.
2.	PGD-MF-1	Instructor Applied Art Rs 9300-34800 with GP 4200/-	Institute of Music and Fine arts	01	Master's Degree with at least 50% marks in the respective subject from a recognized University / Institute.
3.	PGD-MF-2	Instructor History Of Art Rs 9300 - 34,800 with GP Rs 4200/-	Institute of Music and Fine arts	01	Master's Degree with at least 50% marks in the respective subject from a recognized University / Institute.
4.	ZCU-COE-4	Workshop Instructor Rs 9300-34800 with GP Rs 4200/-	Institute of Technology, Zakura	01	B.Tech / B.E. in Mechanical Engineering with at least 50% marks Desirable: ✓ One year relevant experience in the field.
5.	ZCU-COE-5	Laboratory Assistant Rs 9300-34800 with GP Rs 4200/-	Institute of Technology, Zakura	01	B.Tech / B.E. in Electrical Engineering with at least 50% marks. Desirable: ✓ One year relevant experience in the field.
6.	ZCU-COE-6	Laboratory Assistant Rs 9300-34800 with GP Rs 4200/-	Institute of Technology, Zakura	01	B.Tech / B.E. in Electronics Engineering with at least 50% marks. Desirable: ✓ One year relevant experience in the field.
7.	PGD-ZO-3	Laboratory Assistant Rs 9300-34800 with GP Rs 4200/-	Department of Zoology	01	M.Sc. Zoology with at least 50% marks.
8.	PGD-UNV-1	Legal Assistant Rs 9300 - 34,800 with GP Rs 4200/-	Registry (Legal Cell)	02	✓ LL.B. (3 year) Professional Degree/ BA-LLB (5 year (integrated degree) through regular mode with 55% marks or

S. No	Post Id	Post with Pay Band/ Grade Pay	Campus/ Department/ Institute	No. of Posts	Minimum Qualifications:
					equivalent grade. ✓ Three year active practice at the Bar certified by Principal District & Sessions Judge concerned where the candidate is practicing.
9.	PGD-PE-3	Athletic Coach Rs 9300 - 34,800 with GP Rs 4200/-	Directorate of Physical Education	01	1) B.P.Ed with at least 50% marks 2) NIS Diploma OR Graduate with NIS Diploma having 03 years of experience in the relevant field.
10.	PGD-PE-5	Kayaking & Canoeing Coach Rs 9300 - 34,800 with GP Rs 4200/-	Directorate of Physical Education	01	1) B.P.Ed with at least 50% marks. 2) NIS Diploma OR Graduate with NIS Diploma having 03 years of experience in the relevant field.
11.	PGD-GR-4	Laboratory Assistant Rs 9300 - 34,800 with GP Rs 4200/-	Department of Geography and Regional Development	01	M.Sc./ /M.A. Geography with at least 50% marks.
12.	PGD-GR-5	Cartographer Rs 9300 - 34,800 with GP Rs 4200/-	Department of Geography and Regional Development	01	M.Sc./ /M.A. Geography with at least 50% marks and one year course in Remote Sensing & GIS from a recognized Institution through Regular Mode
13.	PGD-CS-4	Junior Laboratory Assistant Rs 5200-20200 with GP Rs 2800.	Department of Computer Sciences	02	B.Sc. IT or BCA or 3 year Engineering Diploma in Computer Sciences with at least 50% marks. Desirable: ✓ Experience in Server administration & networking.
14.	PGD-GR-6	Photographer Rs 5200-20200 with GP Rs 2800.	Department of Geography and Regional Development	01	Graduation with at least 50% marks and Diploma in Photography from a recognized Institute. Desirable: ✓ One year experience in Remote Sensing.
15.	PGD-EL-5	Junior Laboratory Assistant Rs 5200-20200 with GP Rs 2800.	Department of Electronics & Instrumentation Tech.	01	B.Sc. with at least 50% marks and Electronics as one of the subject.
16.	PGD-UNV-2	Watch And Ward Officer Rs 5200-20200 with GP 2800.	Watch & Ward Wing	01	✓ Graduation with at least 50% marks from any recognized university with a degree in Law/ Public Administration. OR ✓ LLB (5 Year Integrated Degree) through regular mode with at least 50% marks or equivalent grade. OR

S. No	Post Id	Post with Pay Band/ Grade Pay	Campus/ Department/ Institute	No. of Posts	Minimum Qualifications:
					✓ Graduation with at least 50% marks from any recognized university having experience of serving in defence force: Police/ CRP/ BSF/ Army as Lance Naik/ or at equivalent positions for not less than 5 years.
17.	ZCU-COE-7	Store Keeper Rs 5200-20200 with GP Rs 2400	Institute of Technology, Zakura	01	B.Sc. with 50% marks and IT/Computers Applications as one of the subject. OR BCA or B.Sc IT with at least 50% marks.
18.	PGD-PE-6	Sports Assistant Rs 5200-20200 with GP Rs 2400/-	Directorate of Physical Education	01	B.P.Ed or B.P.E. (three years course) with at least 50% marks and having three years experience in the field.
19.	PGD-KR-3	Calligraphist Rs 5200-20200 with GP Rs 2400/-	Department of Kashmiri	01	✓ 10+2 with at least 50% marks and Kashmiri as one of the subject. ✓ Diploma in Calligraphy from a recognized Institute. Desirable: ✓ Practice and experience of Kashmiri typing on computers. ✓ Reading/ Writing/ Knowledge of Kashmiri language/script.
20.	PGD-UNV-3	Counselling Assistant Rs 5200-20200 with GP Rs 1900/-	Public Relations Centre	01	Bachelor's degree in any discipline with at least 50% marks from a recognized University/ institution.
21.	PGD-UNV-4	Telephone Operator Rs 5200-20200 with GP Rs 1900.	Registry (Telephone Section)	01	Graduation in any discipline with at least 50% marks and 3 years experience in telephone industry with knowledge of maintenance of PABX system.

IMPORTANT DATES:

01	Submission of Online Forms / Hard Copies.	21-05-2018
02	Last date for submission of Online Forms/ Deposition of Fee.	18-06-2018
03	Last date for submission of Hard Copies.	23-06-2018

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 Rs. **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, Administrative Block, University 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 POSTS 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 posts 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) Services of the appointees 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.
- xvi) Candidates who have already applied for the below mentioned re-advertised positions need to apply afresh but are exempted from depositing fee:

S.No	Name of post	Advertisement No. & Date
01	Counselling Assistant	III of 2014 dated 20-03-2014

Sd/-
Assistant Registrar
(Recruitment)

No: F(Advt- Non-Teaching)/Rectt./KU/2018

Dated: 16-05-2018

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. All Officers of the University;
- xiv. P.S to Registrar for information of the Registrar;
- xv. P.R.O to Vice-Chancellor for kind information of the Vice-Chancellor;
- xvi. Notice Board.
- xvii. File.