



UNIVERSITY OF KASHMIR
NAAC ACCREDITED GRADE A+
UNIVERSITY CAMPUS, HAZRATBAL, SRINAGAR 190006, KASHMIR.

Notification

It is notified for the information of all the candidates who had applied for the posts of Carpenter, Works Supervisor, Auditor, Sports Assistant & Supervisor (Hort. Division), advertised vide Advertisement Notice No.09 of 2023 dated 14.08.2023 that the scheme, selection criteria and syllabus, for the said posts shall be as under.

Scheme for Objective Type Written Test (OMR based) and Selection Criteria:

Number of objective type questions (MCQ's)	120
Total marks allotted	120
Time allowed	120 minutes
Marks allotted to each correct answer	01

There shall be no negative marking and interview for the above said posts. Selection for the appointment to the above posts will be made on the basis of merit obtained by the candidates in the written examination (OMR based). Further, the syllabus of the above said posts is also uploaded and given in Annexure I, II, III, IV & V respectively.

Sd/-
Deputy Registrar
Recruitment

No: F(NT-09)Rec/KU/25
Dated: 13.03.2025



Syllabus for the post of Carpenter at University of Kashmir

Basic Mathematics and Measurements

Measurement: Units and conversions (Metric and Imperial systems), Length, area, and volume calculations, Application of measurement in carpentry projects

Basic Arithmetic: Addition, subtraction, multiplication, and division, Application of arithmetic in material estimation

Geometry: Identification and properties of basic shapes, Angle measurement and applications, Perimeter and area calculations for different shapes

Ratio and Proportion: Understanding and application in scaling and drawing, Proportioning materials and components in carpentry

General Science

Properties of Wood: Types of timber: Hardwood vs. Softwood, Seasoning and preservation techniques, Common defects in wood and their impact on carpentry

Basic Physics: Concepts of force, pressure, and friction, Application of physics principles in carpentry tools and machines, Load-bearing structures and stability

Basic Chemistry: Composition and properties of adhesives, varnishes, and paints, Chemical reactions affecting wood and protective coatings

Materials Science: Properties and applications of metals, plastics, and glass in carpentry, Selection of appropriate materials for different projects

Technical Drawing & Sketching

Understanding of Basic 2D and 3D Shapes: Lines, angles, and polygons, Solid geometry basics

Orthographic and Isometric Projection: Basics of orthographic projection (front, top, and side views), Isometric drawing techniques and applications

Reading and Interpreting Blueprints: Common symbols and abbreviations used in carpentry plans, Dimensions and scaling techniques

Symbols and Notations Used in Woodworking Plans: Joinery symbols and technical annotations, Electrical and plumbing indicators relevant to woodworking

Carpentry Fundamentals

Identification and Use of Common Hand Tools: Saws, chisels, hammers, screwdrivers, and clamps, Measuring and marking tools (tape measures, calipers, squares)

Power Tools and Their Applications: Drills, routers, planers, sanders, and saws, Safety precautions and maintenance



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Woodworking Joints and Their Applications: Basic joints: Butt, lap, mortise and tenon, dovetail, and finger joints, Strength and suitability of different joints for projects

Basics of Furniture Making: Planning and designing furniture pieces, Material selection and assembly techniques

Surface Preparation and Finishing: Sanding techniques and importance of grain direction, Application of stains, sealers, and polishes, Finishing techniques for durability and aesthetics

Safety in Carpentry

Workshop Safety Rules and Regulations: Importance of maintaining a safe working environment, Safety signage and hazard identification

Personal Protective Equipment (PPE): Proper use of gloves, safety glasses, masks, and hearing protection, Importance of protective clothing and footwear

Safe Handling of Carpentry Tools and Equipment: Precautions while using hand tools and power tools, Storage and maintenance of tools to prevent accidents

Fire and Electrical Safety: Handling flammable materials (varnishes, adhesives, paints), Safe usage of electrical tools and prevention of short circuits

First Aid and Emergency Procedures: Handling minor injuries, cuts, and burns, Emergency response in case of fire, electrical shock, or equipment failure

Logical Reasoning & Aptitude

Pattern Recognition and Spatial Reasoning: Identifying shapes and patterns, Understanding spatial relationships in three-dimensional space

Problem-Solving Ability: Analyzing and solving practical carpentry-related problems, Logical thinking and decision-making

Logical Puzzles and Sequences: Number sequences, analogies, and classification, Practical reasoning in construction tasks

General Awareness

Knowledge of the Carpentry Trade and Industry: History and evolution of carpentry, Current trends and innovations in woodworking

Basics of Entrepreneurship and Job Opportunities: Starting a carpentry business and financial planning, Employment opportunities in construction, furniture making, and restoration

Workplace Ethics and Discipline: Professionalism and teamwork, Adherence to safety regulations and standards



Syllabus for the post of Works Supervisor at University of Kashmir

Basic Mathematics & Measurement

Basic Arithmetic & Geometry: Addition, subtraction, multiplication, and division, Fractions, decimals, and percentages, Measurement units: mm, cm, m, inches, feet, Conversion between metric and imperial systems

Area, Volume, and Estimation: Calculation of area for walls, floors, and ceilings, Volume calculations for bricks, concrete, and mortar, Estimation of materials required for masonry work, Unit weight and density of construction materials

General Science

Forces & Pressure: Effect of force on materials (bricks, concrete), Pressure in construction (walls, foundations)

Heat & Temperature: Expansion and contraction of materials, Insulation in buildings

Building Materials: Composition of cement and concrete, how concrete hardens

Rust & Corrosion: Preventing rust on metal surfaces

Pollution Control: Managing dust, noise, and water pollution on sites

Water Conservation: Efficient use of water in construction

Mason (Building Constructor) Trade Fundamentals

Introduction to Masonry & Construction: Role of a mason in construction, Basic principles of construction, Types of structures: residential, commercial, and industrial, Building regulations and construction safety rules.

Tools, Equipment, and Materials: Identification and use of hand tool: trowels, chisels, plumb bob, etc., Power tools: masonry saws, drills, grinders, Types of bricks, stones, concrete blocks, and tiles, Binding materials: cement, lime, sand, mortar, and adhesives, Mixing of mortar and concrete.

Brick & Stone Masonry: Types of bricks and their properties, Brick bonds: Stretcher bond, Header bond, English bond, Flemish bond, Stone masonry: Rubble masonry, Ashlar masonry, Construction techniques for brick and stone walls, Curing of brick and stone masonry.

Foundations & Concrete Work: Types of foundations: shallow, deep, raft, pile, Excavation techniques and soil testing, Concrete types and grades (M10, M20, M30, etc.), Concrete mixing, placing, and curing, Reinforcement detailing for beams, columns, and slabs.



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Plastering, Flooring & Finishing: Types of plaster: cement, gypsum, lime, Surface preparation for plastering, Application techniques and curing methods, Flooring types: ceramic tiles, marble, granite, terrazzo, Waterproofing and damp-proofing techniques.

Safety, Scaffolding & Centering: Construction site safety rules and personal protective equipment (PPE), Types of scaffolding: single, double, cantilever, suspended, Safe erection and dismantling of scaffolding, Centering and shuttering for RCC work

Drawing & Estimation

Interpretation of Drawings: Understanding simple building plans, Reading dimensions, symbols, and section views, Marking layouts as per plan.

Basic Cost Estimation: Estimating quantity of bricks, mortar, and concrete, Calculating labor and material costs, Preparing basic bills of quantities

General Knowledge & Aptitude

General Knowledge: Famous buildings and structures, Environmental impact of construction, Government skill development programs in construction

Logical Reasoning & Problem-Solving: Pattern recognition and sequence identification, Basic problem-solving related to construction scenarios.

Basic Science & Construction Awareness: Basic physics concepts related to construction (force, pressure, weight), Properties of materials used in masonry, Role of cement, aggregates, and admixtures in construction

Construction Safety & Site Management

Personal Protective Equipment (PPE): Importance and types of PPE: helmets, gloves, boots, safety harnesses, Safe use and maintenance of PPE

Safety in Handling Tools & Equipment: Safe usage of hand and power tools, Common tool-related hazards and prevention methods, Importance of proper tool storage and maintenance

Scaffolding, Centering & Shuttering Safety: Types of scaffolding: single, double, cantilever, suspended, Safe erection and dismantling of scaffolding, Centering and shuttering for RCC work, Load-bearing capacity and stability checks

Hazard Identification & Emergency Procedures: Common construction site hazards, falls, electrical hazards, fire hazard, First aid procedures and emergency response, Fire extinguisher types and their uses, Safety regulations and site accident prevention



Syllabus for the post of Auditor at University of Kashmir

Definition & Scope of Auditing: Relation of Auditing with Book keeping and Accounting – Objectives of Auditing- Error (different types-their detection); Frauds-manipulation of accounts with or without misappropriation of cash and goods and auditor's positions in relation thereto – Advantage and limitation of audit.

Classification of Audit; Statutory and Non-statutory Audit, Continuous Audit and Periodical Audit; Internal audit and Interim Audit-Limited Review

Preparation before the commencement of Audit and Procedure of Audit: Steps before the commencement of Audit, Preparation by Auditor's papers (Audit Planning-Audit Programme-Audit Files-Audit Note Book & Working Papers) & Procedures (Routine Checking and Test Checking – Sampling Procedure – Audit-in Depth – Analytical procedure) – Concept of Audit Risk-Assessment of Audit Risk-Auditing Standard (Basic concepts).

Internal audit Internal Check and Internal Control; Concepts & Principles; Auditors' position in relation thereto- Internal check as regards (a) Receipts, (b) Payments (c) Stores and (d) Wages-Regulatory requirement of Internal Audit.

Vouching: Concepts-Objectives-Importance; vouching of cash Receipts and Payments, Outstanding assets and liabilities.

Verification and Valuation: Assets & Liabilities including Contingent Asset and Liabilities.

Government Auditor: Qualification, Appointment, Remuneration, Rights and Duties of Auditor.

Auditor's Report and Certificate: Concept of True and Fair view- Materiality (Concepts & Relevance) – Certificate of Corporate Governance-Cash flow statement – Reporting and Audit.

Audit of different Institutions:

Educational Institution.

Features and basic principles of Government Audit

Investigation:

Meaning, purpose-Distinction between Investigation and Auditing approach to Investigation- Types of Investigation.

Assessing a Business (Due Diligence Review, Valuation).



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Investigations to detect Fraud, Misappropriation and Defalcations.

Investigations with respect to Business Combinations.

Special Audit and Other Issues:

Academic Audit

Cost Audit – Concepts, Objectives, Advantages, Relevant Provisions.

Management Audit-Tax Audit-Systems Audit-Social Audit-Environment Audit-

Energy Audit-Forensic Audit.

Auditing in computer information systems Environment.

Ethics in Auditing – Auditor’s Independence.

Peer Review.



Syllabus for the post of Sports Assistant University of Kashmir

Knowledge of All Major Games and Sports

Dimensions and marking of playing area / fields including athletic track

Method of scoring in various games

Rules and regulations of major game with their interpretations

Fundamental skills of the game

Maintenance of Sports Infrastructure

Sports equipment, types of sports equipments and utility

Techniques in Maintenance of Sports equipments

Maintenance of indoor sports Infrastructure

Maintenance of Sports fields, athletic track and swimming pool

Organisation & Officiating

Relationship of official with management, Coaches, captain & spectators

Qualification of Referee / Umpire/Officials required for different games

Pre-game & post- game duties of officials in sports competitions

Tournaments & Fixtures intramural and Extramural competitions- Tournaments Types of

Tournament, Knock Out, League, Combination Tournaments,

Methods of drawing Fixtures.

Organizing and conducting tournaments and Sports meet-Game tours.

Financial Management in Sports

Financial management & Preparation of budgets in sports in schools, Colleges and Universities –

Objectives and scope of financial planning

Budget

Management of Infrastructure, finance and personal

Mechanics of purchase and audit.



Planning and Management of sports at Institutional level

Meaning, Importance and Principles of Planning,

Short term & Long Term Planning

Management in Schools, Colleges and Universities –

Factors affecting Sports Planning in school or college sports programme

First aid

Concept, Meaning of first aid and its types; Principles of First Aid;

Sports injuries, types of injuries, causes of injuries

Treatment in various cases (Sprain, Strain, Dislocation, Fracture, Burns, abrasions, & Cuts)

Doping in Sports.

History of Sports

Ancient and Modern Olympic Games;

Asian and Common Wealth Games; South Asian Federation (S.A.F) Games

National sports awards, Maulana Abul Kalam Azad (MAKA) Trophy

Famous sports Personalities in India.

National and international organizations / federations of the game

Measurement and Evaluation in Physical Education

Physical Fitness Tests, AAHPER youth fitness test, JCR test, Cooper's 12-minute run/walk test, Harward Step test, Motor FitnessTest, Barrow motor ability test;

Sports Skill Tests Lockhart and McPherson badminton test, Johnson basketball test,

McDonald soccer test

SAI skill test of various games



Syllabus for the post of Supervisor Horticulture at University of Kashmir

Fruit Science

- Classification of horticultural crops
- Nursery techniques
- Management practices
- Principles and scope of organic farming
- Need and potentialities for plant multiplication
- Use of plant growth regulators

Floriculture

- Ornamental floriculture: scope and importance
- Gardens: types and design
- Cultivation techniques of different ornamentals
- Post-harvest management
- Seed and propagule storage
- Commercial importance of floriculture

Landscaping

- Principles of landscape design
- Basic components of landscaping
- Lawns: types and establishment
- Turf designing and maintenance
- Water and weed management
- Production methods of indoor plants

Soil Science

- Soil: physical, chemical and biological properties
- Processes and factors of soil formation
- Essential plant nutrients
- Biofertilizers
- Vermicompost: unit establishment
- Soil conservation and reclamation

Plant Pathology

- Plant pathology: introduction and objectives
- Classification of plant diseases



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Diseases and symptoms of horticultural crops

Integrated pest management

Fungicides, pesticides and biological control

Plant protection measures

Entomology

Entomology: definition and scope

Classification of insects

Important storage pests of ornamental crops

Pollination: types and importance

Insect-plant interactions

Global pollinator decline

Post-harvest Technology

Post-harvest technology: importance and types

Harvesting, hardening and grading of cut flowers

Maturity indices

Factors responsible for deterioration of ornamental flowers

Packaging methods

Different systems of storage

Extension Education

Horticulture extension: importance and role

Extension programmes

Capacity building of extension staff

Training of growers

Marketing and technology transfer

Methods of evaluation of extension programmes