University of Kashmir

NAAC Accredited Grade A++

University Campus, Hazratbal, Srinagar 190006, Kashmir.

Advertisement Notice No. 18 of 2026
Dated: 10.11.2026

Online applications are invited from the domiciles of UT of Jammu & Kashmir for the post of **Calligraphist** in the Pay Range of **25500–81100/Level 4**, available in the University of Kashmir as detailed below:

S. No.	Department/Section/ Unit/Campus	No. of posts/ reservation	Eligibility/ Essential Qualifications
01	Persian Postcode: PGD-PN-12	UR: 01	**Essential:** B.A. with at least 50% marks with Arabic/ Persian/ Urdu/ Kashmiri as one of the subjects. The candidate shall also have Diploma in Calligraphy from any recognized Government institution. **Desirable:** Comprehensive and skilled knowledge of computer applications.

Age:

The age of candidates as on 01.01.2026 should be:

a) Not below 18 years; and

b) Not above

- 40 years in case of Open merit;
- 42 years in case of Physically Challenged candidates;
- 43 years in case of SC/ST-1/ST-2/BA/OBC/EWS/LAC/IB.
- **50 years in case of substantive in-service employees of the University.**

Important Dates:

01	Submission of Online application forms w.e.f.	**12.11.2026**
02	Last date for submission of Online Application Forms	**30.11.2026 (upto 4.00 p.m.)**
03	**For in-service candidates applying through proper channel (if applicable), last date for submission of Hard copies**	**04.12.2026**

Submission of Online Application Form:

Step 1: Visit http://www.kashmiruniversity.net and Click on **Jobs** link. Read detailed important instructions and preview of whole process for Registration and Submission of Application Form before proceeding ahead.

Step 2: Candidate need to **Register** him/herself before submitting the Online Application. For Registration, **Click** on the Non-Teaching Jobs 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. **Preview** the Form, if details are correct, Click on **Submit**. If there is variation or you want to update, Click on **Edit**, make corrections, update and then **Submit**. **Remember, no editing or updating is allowed after the Form is submitted**. Get 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). **Deposit** the Application Fee of Rs. 750 for open as well as for the reserved category, through Online mode.

However, persons with benchmark disabilities (PwD) are exempted from payment of application fee.

Other terms and conditions:

1. Reservation to above post is as per the provision of S.O 305 dated 21.05.2024 issued by the UT Government, Jammu & Kashmir.
2. All the relevant information / updates shall be uploaded on the University website. The candidates are advised to remain in touch with the University website http://www.kashmiruniversity.net. To notify the same in newspapers shall not be obligatory on the University.

3. Candidates seeking relaxation/reservation under different reserved categories are required to submit/upload a valid certificate issued by the competent authority in support of their claim.
4. Only those candidates should apply for the post, who fulfill all the eligibility conditions as on the last date fixed for submission of online application forms.
5. **It is the responsibility of the applicant to assess his/her own eligibility to the post(s) for which he/she is applying in accordance with the Advertisement. The University will not undertake detailed scrutiny of applications for the eligibility and other aspects at the time of OMR based Written Test and, therefore, candidature will be accepted provisionally. The candidates are instructed to go through the requirements of educational qualification, age, and reserved category particularly w.r.t "cut off date" and satisfy themselves that they are eligible for the post. When detailed scrutiny is undertaken at the time of Document Verification, if any claim made in the application is not found substantiated or correct, or it is found that the applicant is not eligible as per the prescribed eligibility criteria, the candidature of the applicant will be cancelled.**
6. The appointment to the notified positions is provisional and subject to the verification of documents/claims through proper channels. If it is found that the applicant is not eligible as per the prescribed eligibility criteria, which could not be detected at the time of selection for whatever reason; his/her candidature / appointment shall be liable to be cancelled / terminated immediately, and Criminal Proceedings under law may also be initiated, or any other action as may be deemed appropriate by the University, shall be taken.
7. The number of posts shown above may vary during the recruitment process. The University reserves the right not to fill up any of the vacancies advertised, if circumstances so warrant, without assigning any reason thereof.
8. Applications that are not in prescribed form / without relevant supporting enclosures shall be summarily be rejected. No correspondence will be entertained in this regard;
9. **The person employed on regular employment in Government and Semi-Government Organizations, Public Sector, autonomous bodies of J&K Government or Govt. of India must apply through proper channel and should send their application form through the Administrative Authority concerned, University Employees through the Registrar of their respective Universities. In such cases, the candidates are asked to send an advance copy so as to reach before the stipulated deadline.**
10. No disciplinary/ vigilance case should be pending against the applicants working in any Govt./ Semi- Govt./ Autonomous Organizations. The applicants are requested to submit correct information in the application form.
11. A valid e-mail ID and Mobile Number are mandatory for submitting application online and should be kept active till final selection.
12. Candidates who have successfully submitted their online application form have to ensure that their name appears in the list which would be available on the University website in due course of time. If there is any discrepancy /query, please contact Recruitment Section personally within three working days from the date of display of the list on the university website failing which no further claim whatsoever shall be entertained.
13. The Application fee once paid will not be refunded or re-adjusted under any circumstances.
14. **Any addendum/corrigendum and related notifications will be published at the university website: www.kashmiruniversity.net. Applicants are advised to regularly visit the university website for any update/notification. No separate communication will be sent to any individual candidate.**
15. Eligible candidates shall have to undergo the process of screening/selection determined by the University.
16. The syllabus for written test shall be notified separately and shall be made available on the official website of the university www.kashmiruniversity.net.
17. The appointment shall be governed by the rules & regulations of the UT Government/ University (whichever is applicable);
18. Services of the appointees shall be transferable between the different Satellite Campuses of the University of Kashmir;
19. Impersonation or submission of false/fabricated/tampered documents or making incorrect/false statements by the candidate will, in addition to debarring him/her permanently or for a specific period from any employment in the University and also liable for criminal prosecution;
20. Canvassing in any form by or on behalf of the candidate will lead to disqualification;
21. The shortlisted applicants are required to submit the printout of ONLINE application form along with all supporting documents duly self-attested as and when asked for. Candidates must bring all relevant certificates and testimonials along with them (Original and one set of self-attested copies).
22. The appointment to the notified positions is provisional and subject to the verification of documents/claims through proper channels. If the verification at any point of time reveals that the claim of the candidate/s belonging to a particular category is false, his/her services will be terminated forthwith without assigning any further reason(s) and without prejudice to such further action as may be taken under the provisions in Bharatiya Nyaya Sanhita,2023 for production of false certificates;
23. Economically Weaker Sections (EWS) certificate submitted in support of the claim of reservation under this category must be valid at least till 31st December, 2026. Only those candidates shall be considered for reservation under EWS category, if gross family annual income is below Rs. 8.00 lakh (Rupees eight lakh only) for the financial year prior to the year of application. The term "Family" for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years, his/her spouse and children below the age of 18 years. Also persons

whose family owns or possesses any of the assets as mentioned in GoI, No. 36039/1/2019-Estt (Res), dated 31stJanuary, 2019 shall also be excluded from being identified as EWS, irrespective of the family income. The Economically Weaker Sections (EWSs) certificates in the proforma prescribed and issued by any of the authorities stated in the OM No. 36039/1/2019-Estt. (Res) dated 31.01.2019 will only be accepted as sufficient proof in support of a candidate's claim for belonging to EWSs. EWSs certificates are required to be submitted with duly completed application form. No other certificate will be accepted as a sufficient proof.

24. Candidates having degrees from a Foreign University should enclose "Equivalence Certificate" issued by Association of Indian Universities (AIU), New Delhi, without which their degree/s will not be considered.
25. No TA/DA will be paid for attending the OMR based Written Test.
26. The Advertisement Notification is also subject to the outcome of any writ petition/O.A. pending before the Court of law.

Sd/-
Mushtaq Ahmad Mir
Deputy Registrar
Recruitment

No.: KU/Rect/Calligraphist/Re-Advt-II/26
Date: 10th of November, 2026