



# UNIVERSITY OKASHMIR

NAAC Accredited Grade 'A'  
University Campus, Hazratbal, Srinagar-190006 J&K

## ADVERTISEMENT NOTICE No. III of 2014

Applications on the prescribed form are invited from the permanent residents of Jammu & Kashmir State for the following posts available in the Department/Centre, as indicated against each.

S. No	Post	Deptt/Centre	No of Posts	Pay Band	Grade Pay
01.	<i>Junior Coordinator</i>	<i>Dean Students Welfare</i>	<i>One</i>	<i>Rs. 5200-20200</i>	<i>Rs. 2400/-</i>
02.	<i>Counselling Assistant</i>	<i>Public Relations Centre</i>	<i>One</i>	<i>Rs. 5200-20200</i>	<i>Rs. 1900/-</i>

### Qualification for the post of Junior Coordinator

#### **Essential:**

- Bachelor's degree in any discipline with atleast 50% marks from a recognized University/institution.*

#### **Desirable:**

- B.Ed. – Special Education.*
- Minimum of three years work experience in conducting, organizing and monitoring welfare services for empowerment of physically challenged students in any Government recognized University.*
- A candidate who is himself physically challenged and a source of empowerment for the fellow physically challenged persons.*

### Qualification for the post of Counselling Assistant

#### **Essential:**

- Bachelor's degree in any discipline with atleast 50% marks from a recognized University/institution.*

#### **Desirable:**

- B.Ed. with guidance and counselling as one of the subjects*
- Minimum of two years experience in handling students counselling, both individual and group*

Duly filled application form should reach the office of Deputy Registrar (Recruitment) by or before April 30<sup>th</sup> 2014, along with a bank draft of Rs. 200/- drawn in favour of the Registrar, University of Kashmir, Srinagar. The detailed Advertisement Notice and the Application Form are available on the University website [www.kashmiruniversity.net](http://www.kashmiruniversity.net) under Jobs/Recruitment link.

### **II) Terms and Conditions and requirements for the posts are as under:-**

- Applicants should be within the age limit of 18-37 years as on 01-01-2014. However, this condition shall not apply to the in-service candidates;
- In-Service candidates have to route their application forms through proper channel with the recommendations/no objection of the employer;
- 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.



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- iv. In case there are large numbers of applicants, written test shall be conducted for purpose of short-listing for which the syllabus shall be notified separately.
- v. Canvassing in any form by or on behalf of a candidate will render the candidate concerned for disqualification;
- vi. The date for written test/computer test /interview of the Eligible Candidates shall be notified through local news papers and also uploaded on University website [www.kashmiruniversity.net](http://www.kashmiruniversity.net). However, the University does not take any responsibility for missing the written test/computer test /interview by candidate. No individual call letter shall be sent to the concerned candidates in this regard.
- vii. Candidates not fulfilling the aforementioned eligibility criteria on the last date of submission of application form need not to apply;
- viii. ere submission of application form for the advertised posts here in above does not itself entitle any applicant to be called for an interview;
- ix. 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.
- x. The University reserves the right not to fill up any of the vacancies advertised, if circumstances so warrant, without assigning any reason thereof.
- xi. 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.
- xii. 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.
- xiii. Candidates invited for interview shall not be paid any T.A and D.A.
- xiv. The Candidates who have already applied in response to the Advertisement Notice dated 03-06-2013, for which interviews were not conducted, need not apply again. However, they are required to submit an application on plain paper for consideration of their earlier application form.

**Sd/-**  
**(Dr. Ashfaq Ahamd Zarri)**  
Deputy Registrar  
(Recruitment)

No: KU/Recruitment/2014

Dated: March 22, 2014

**Copy to the:**

1. Dean Academic Affairs;
2. Dean Research;
3. Deans of all Faculties;
4. Dean, Students Welfare;
5. Director, Directorate Internal Quality Assurance;
6. Heads of all Teaching Departments/Directors of various Research Centres/Units ;
7. Director, Convocation Complex/North/South Campus;
8. Controller of Examinations;
9. Director, IT & SS, University of Kashmir. He is requested to direct the concerned official to upload the Advertisement Notice on the University website.



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10. Librarian, Allama Iqbal Library;
11. Provost/Chief Proctor,;
12. All Officer of the University;
13. Special Secretary to Vice-Chancellor for kind information of the Vice-Chancellor;
14. P.S to Registrar for information of the Registrar;
15. Assistant Registrar (Public Relations). He is requested to publish the notice in two leading local dailies in Kashmir including Greater Kashmir and one at Jammu.
16. Notice Board.
17. File.