

After verification /calculation there are at present **40**- vacancies of **class Iv** posts in Revenue Department District Shopian as per following Details :

Name of post	SDM office	Administrative Unit wise Creation			Total Vacancies
		6-New Tehsils	8-New Nayabits	Already Vacancies	
Orderlies	02	2x6= 12	8x1= 8	05	27
Chokidars	01	1x6= 6	-	-	07
Process Surveyors	-	1x6=6	-	-	06
Total	03	24	08	05	40

It is to mention here that 08- orderlies are working as I/C Jr Assistants and after clearance by DPC , there shall be 08 more vacancies of orderlies in the District .

The category wise break up of posts for advertisement shall be as under :

Post	No of Vacancies	General /open merit	RBA	ST	SC	ALC
Orderlies	27	15	5	3	3	1
Chokidars	07	5	2	-	-	-
Process Surveyors	06	3	1	1	1	-
Total	40	23	8	4	4	1

As per the directions the draft Advertisement Notic along with application form is placed across the file for kind perusal and further directions , Sir .

ADC Sahib

Government of Jammu and Kashmir

Office of the Deputy Commissioner Shopian

Advertisement Notice NO. 01- DDCS/Estt of 2016

Dated : -08-2016

Subject: Advertisement for the Class-IV posts (District Cadre) of Revenue Department District Shopian.

Applications on prescribed format (Annexure-A) are invited from the eligible candidates for filling up of Class-IV posts, under District Cadre, Shopian

Post	No of Vacancies	Category				
		General / open merit	RBA	ST	SC	ALC
Orderlies	22	12	4	3	2	1
Chowkidars	07	5	2	-	-	-
Process Servers	06	3	1	1	1	-
Total	35	20	7	4	3	1

TERMS AND CONDITIONS:

- The pay Scale of posts mentioned above shall be 4440-7740 (Grade Pay-1300) as per norms in vogue .
- All the posts mention above are District Cadre Posts.
- The candidates must possess the minimum basic qualification as Matric and Maximum as 10+2 from any recognized board or university.
- Prescribed age as on 01/01/2016.
 - Not below 18 years, and
 - Not above
 - 40 years in case of open Merit candidates.
 - 43 years in case of SC/ST/RBA/ALC/OSC Candidates
 - 42 years in case of Physically challenged candidates.
 - 48 years in case of Ex-Servicemen.
- The applications on the prescribed format(annexure "A") along with self attested copies of following certificates/documents shall reach in the office of Deputy Commissioner, Shopian by or before **08.09.2016 upto 4:00 PM.**
 - Permanent Residence Certificate
 - Date of Birth certificate
 - Marks certificates of Examination passed.
 - Reserved category certificate, if any issue by the concerned competent authority.
- Applications received incomplete in any respect shall be rejected without assigning any reason thereof.
- All the documents attached with the application shall be signed by the applicant and page numbered .

- The total No. of pages has to be mentioned both in words and figures in the application
- Application received after the cut-off date shall not be entertained .
- Candidates found guilty of impersonation or submitting false, fabricated and tempered documents suppressing material information shall lead to the rejection of his/her candidature at any stage. Besides ,render himself/herself liable for criminal prosecution.
- Candidates will have to appear before the selection committee for interview at the venue to be intimated later on at their own expenses .The date of interview shall be notified separately through print/Electronic Media.No call letters shall be sent individually.
- The candidates at the time of interview shall have to be in possession of all certificate/documents in original .
- The No. of posts as mentioned above may increase or decrease depending on the No. of vacancies available at the time of final selection.
- If applications received are more-than 1:5 No, the department may shortlist the candidates as for interview.
- The application submitted by the candidates shall be pasted with recent passport size photograph of the applicant on the application form duly self attested .
- The candidates eligible /interested for applying for more-than one post shall have to submit a single application form with an option for preference of the posts applied for.
- Any attempt made by the candidate to influence the Selection Committee will result in his/her disqualification for appearing before the committee for taking part in the interview.
- Application forms shall be available at a special counter established in the office of Deputy Commissioner, Shopian and can be had during the office hours from **08th August,2016** onwards on all working days.

G. M. Dar, KAS

Deputy Commissioner

Shopian.

NO:DCS/Estt/2016/

Dated: 08-08-2016

Copy to the ;

- Financial Commissioner Revenue J&K.
- Commissioner / secretary revenue J&K .
- Divisional commissioner Kashmir .
- Director information J&K for publication of Advertisement Notice in at least three dailies of J&K state for two consecutive days.
- Director Doordarshan Kendra Srinagar for Telecasting the substance of the notice for three days in addition to the Rozgar Bulletin.
- Director Radio Kashmir , Srinagar for putting the notice on air for three days in addition to the Rozgar Bulletin.
- Sub-Divisional Magistrate Zainapora for wide publicity
- District Information officer Shopian for wide publicity of the Notice.
- District Informatics Officer for upload of Notice on the official website of deputy Commissioner Shopian.
- Tehsildar Shopian/Keegam/ Keller/Chitragam /Barbugh (Immamsahib) /Zainapora /Herman for wide publicity of Notice .
- Notice board Deputy commissioner`s office Shopian

