

W

L

SRO: 145
10.4.2002

Rul



Masood Ahmed

THE
JAMMU & KASHMIR GOVERNMENT GAZETTE

Vol. 115] Jammu, Wed., the 10th April, 2002/20th Chait., 1924. [No. 1-j

Separate paging is given to this part in order that it may be filed as a separate compilation

PART III

Notification R Rules

Laws, Rules and Regulations passed thereunder.

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECRETARIAT—TECHNICAL EDUCATION
DEPARTMENT

Notification

Jammu, the 10th April, 2002.

SRO-145.—In exercise of the powers conferred by the proviso to section 124 of the Constitution of Jammu and Kashmir, the Governor hereby makes the following rules, namely :—

1. *Short title and commencement.*—(1) These rules may be called the Jammu and Kashmir Technical Education (Subordinate) Service Recruitment Rules, 2002.
- (2) They shall come into force from the date of their publication in the Government Gazette.

(a) "Cadre" means cadre of the service ;

(b) "Member of the Service" means a person appointed to a post in the service under the provisions of these rules ;

(c) "Schedule" means the schedule annexed to these rules ;

(d) "Service" means the Jammu and Kashmir Technical Education (Subordinate) Service ;

(e) words and expressions used in these rules but not defined shall have the same meanings as assigned to them in the Jammu and Kashmir Civil Services (Classification, Control and Appeal) Rules, 1956.

3. *Constitution of Service*.—(1) From the date of commencement of these rules there shall be constituted the Jammu and Kashmir Technical Education (Subordinate) Service.

(2) The Government may, at the commencement of these rules, appoint to the Service any person who at the commencement of these rules is holding any post in its sanctioned scale of pay included in the cadre of the service ;

Provided that for the purposes of initial constitution of the service the persons holding any post included in the cadre of the service in its sanctioned scale of pay shall be deemed to have been appointed to the service under these rules if he is fully qualified to hold the post.

4. *Strength and composition of the service*.—(1) The authorised permanent and temporary strength of the cadre and the nature of the posts shall be determined by the Government from time to time and shall at the initial constitution of the Government from time to time and such as specified in Schedules I-A, I-B and I-C ;

Provided that the Government may create temporary posts in the cadre of the service for specified period as may be considered necessary from time to time

1-1] The J&K Govt. Gazette, 10th April, 2002/20th Chai., 1924. 3

2) The Government shall at the expiry of every three years or such intervals as may be necessary, re-examine the strength and position of the cadre of the service and make such alterations therein as it deems fit ;

Provided that nothing in this sub-rule shall be deemed to effect power of the Government to alter the strength and composition of the cadre at any time.

5. *Qualification and method of recruitment*.—(1) No person shall be eligible for appointment or promotion to any class, category or grade in the service unless he possesses the qualifications as laid down in Schedules II-A, II-B, and II-C and fulfil the requirements of recruitment as provided in the rules and orders for the time being in force.

(2) Appointment to the service shall be made—

(a) by direct recruitment ;

(b) by promotion ; and

(c) partly by direct recruitment and partly by promotion.

1 the ratio and in the manner as indicated against each post in Schedules II-A, II-B, and II-C.

6. *Eligibility of Government servants for direct recruitment*.—A person already in Government service may apply through proper channel for direct recruitment to a vacant post in any particular class or category in the service if he possesses the educational and other qualifications prescribed for recruitment to such class or category of post. The upper age limit of such Government servants shall be such as provided in the general rules ;

Provided that in the case of a post which requires a higher degree of specialisation and experience, the Government may prescribe a higher age limit.

7. *Probation*.—(1) Persons appointed to the service either by direct recruitment or by promotion shall be on probation or trial for a period of two years.

SP

4
M

(2) If it appears at any time during or at the end of the period of probation or of trial that an officer has not made sufficient use of his opportunities or if he has otherwise failed to give satisfaction and has not passed the prescribed departmental examination or training, if any, if directly recruited, be discharged from the service and if appointed by promotion be reverted to the post on which he held lieu.

(3) The Government may in the case of any person extend the period of probation or trial upto the maximum period of four years.

Explanation :—Appointment on probation will be made against substantive vacancies only. All other appointments will be on trial : provided that any period of officiating appointment shall be reckoned as period spent on probation when a person appointed on trial is given regular appointment to the service.

(4) A candidate appointed to the service by the competitive examination, shall be allowed the minimum of the time scale during the first year and at the second stage of that scale during the remaining period of probation/trial. Where the period of probation/trial is extended beyond two years for reasons not directly attributable to the probationer, he shall be allowed to draw the second and third increments after the expiry of 2nd and 3rd year of probation/trial.

Provided that where a person has immediately before such appointment, been holding a post under the Government in a substantive capacity and was drawing therein pay equal to or more than the minimum of the time scale, has initial pay at the time of his appointment to the service shall be regulated under Article 77(a) (ii) read with Article 67(a) (ii) of the Jammu and Kashmir Civil Service Regulations.

(5) In respect of a person who immediately before such appointment held a post under the Government in an officiating capacity and draw his presumptive pay equal to or higher than the minimum of the time scale, his initial pay at the time of appointment to the service shall be regulated under Article 77(a) (ii) of the Jammu and Kashmir Civil Service Regulations treating his presumptive pay as substantive pay for purposes of such fixation alone. He shall not

M

however get the benefit of Article 67(a) (ii) either at the time of initial fixation or subsequently.

(6) In the case of persons who are appointed under these rules other than by competitive examination, their fixation of pay shall be regulated under the normal rules relating to such fixation from time to time.

8. *Training and Departmental examination*.—The persons appointed to the service by competitive examination may be required to undergo such training from time to time during the period of probation or trial and to pass during the probation or trial such departmental examination as the Government may prescribe.

Provided that the Government may exempt either wholly or partly from such training or departmental examination persons who have passed any other departmental examination or have undergone training declared by the Government to be equivalent to the departmental examination or training if any, prescribed under these rules.

9. *Power to relax*.—Where the Government is of the opinion that it is necessary or expedient so to do, it may by order, for reasons to be recorded in writing relax any condition of service in respect of a person for appointment against any class or category of a post.

10. *Discipline and conduct*.—In regard to all matters governing the service conditions of the members of the service and their conduct and discipline, the provisions of the Jammu and Kashmir Civil Service Regulations, the Jammu and Kashmir Government Employees (Conduct) Rules, 1971, the Jammu and Kashmir Civil Services (Classification, Control and Appeal) Rules, 1956 and other rules and orders for the time being in force shall apply.

11. *Seniority*.—(1) The seniority of the members of the service in various classes and categories of a post shall be determined in accordance with the provisions of the Jammu and Kashmir Civil Services (Classification, Control and Appeal) Rules, 1956 and the Jammu and Kashmir Civil Service (Decentralisation of and Recruitment to Non-Gazetted Cadre) Rules, 1969.

SCHEDULE—1-A

SRC-145 dated 10-04-2002.

notified Cadre strength of common Category Non-Gazetted Ministerial Posts of Technical Education Department as on 30-06-2000.

MINISTERIAL

No.	Designation of Post	Pay Scale	No. of Posts
1	2	3	4

SECTION OFFICE

1.	Section Officer	6500-10500	01, 3
2.	Senior Stenographer	6500-10500	01
3.	Junior Stenographer	5000-8000	01, 2
4.	Head Assistant	5000-8000	03
5.	Senior Assistant	4000-6000	03
6.	Junior Assistant	3050-4910	03
7.	Typewriter Operator	3050-4910	01
8.	Orderly	2550-3200	06
9.	Peon	2550-3200	01
10.	Chowkidar	2550-3200	01
11.	Safarwala	2550-3200	01

STATE BOARD OF TECHNICAL EDUCATION

1.	Section Officer	6500-10500	01
2.	Accountant	5000-8000	01

6
The J&K Gov. Gazette, 10th April, 2002/20th Chai., 1924. No. 1-1
(2) The Head of the Department shall maintain an up-to-date and final seniority list of the service.

12. Residual matters—In regard to matters not specifically provided under these rules, the members of the service shall be governed by the rules, regulations and orders applicable to the State Civil Services in general.

13. Interpretations—If any question arises relating to the interpretation of these rules the matter shall be referred to the Government in the administrative department for a final decision.

14. Repeal and saving—(1) All rules corresponding to these rules and in force immediately before the commencement of these rules, are hereby repealed.

(2) Notwithstanding such repeal any appointment, selection or order made or action taken under the rules so repealed shall be deemed to have been made or taken under the corresponding provisions of these rules.

By order of the Governor:

(Sd.)
Principal Secretary to Government,
Education Department (Technical).

857

1	2	3	4
3. Tabulator		5000-8000	03
4. Checker		5000-8000	03
5. Senior Assistant		4000-6000	01
6. Junior Assistant		3050-4910	02
7. Orderly		2550-3200	02
POLYTECHNIC SECTOR			
1. Librarian		6500-10500	04 ✓
2. Section Officer		6500-10500	02 ✓
3. Head Assistant		5000-8000	04 ✓
4. Stenographer ✓		5000-8000	04
5. Senior Assistant/Storekeeper ✓		4000-6000	09
6. Junior Assistant/Assistant Storekeeper ✗		3050-4910	16 ✓
7. Assistant Librarian		4000-6000	04 ✓
8. Lib. Assistant		3050-4910	02 ✓
9. Orderly/Bearer		2550-3200	19 ✓
10. Store Attendant		2550-3200	01 ✓
11. Lib. Bearer		2550-3200	12 ✓
12. Chowkidar/Gate Keeper/Mail/ Gardener/Safaiwala		2550-3200	29 ✓
13. Hostel Cook		2550-3200	04
14. Hostel Bearer/Hostel Attendant/ Hostel Watcher/Hostel Keeper		2550-3200	04
15. Hostel Storekeeper		3050-4910	02

76

1	2	3	4
---	---	---	---

T. I. SECTOR

1. Head Assistant ✓	5000-8000	33, 9, 1 = 43+5
2. Junior Stenographer ✓	5000-8000	02 ✓
3. Senior Assistant/Storekeeper (Senior Librarian)	4000-6000	25+1=26 $\frac{11}{11} = 29+2$
4. Junior Assistant/Asstt. Storekeeper	3050-4910	60+2=62, $9 = 21+10+2$
5. Orderly	2550-3200	111 ✓ $18 \frac{1}{2} = 182+10$
6. Chowkidar	2550-3200	28, 1, 9, 1, 1 = 40 $\frac{1}{1}$
7. Safaiwala	2550-3200	24, 4, 9, 1, 1 = 35
8. Hostel Cook	2550-3200	23 ✓
9. Helper	2550-3200	08 ✓

Stenographer

Senior Librarian

Compiler Asst. Lib. SLR

02

Librarian

Senior Librarian

09

10
6
33

SCHEDULE-1-B

SRO-145 dated 10-04-2002.

Non-Gazetted Posts on the strength of Polytechnic Wing as on 30-06-2000.

TECHNICAL

S. No.	Designation of Post	Pay Scale	No. of Posts
1	Yoga Instructor	6500-10500	01
2	Instructor Art & Gallery	6500-10500	01
3	Demonstrator/Drawing Instructor/Instructor in Auto Mobile	5700-10100	42
4	Lab. Instructor	5700-10100	01
5	Assistant Foreman	5700-10100	02
6	Junior Programmer (AVTS)	5700-10100	01
7	Audio Visual Mechanic	5700-10100	01
8	Workshop Instructor/Instructor Electronics	5000-8000	29 ✓
9	Computer Instructor/Operator	5000-8000	02
10	Electrician/Motor Driving Mechanic/Instrument Repairer/Instructors	4000-6000	17 ✓
11	Project Operator	4300-5900	01
12	Physical Instructor	4300-5900	03
13	Mechanic	4000-6000	03

34

2	3	4
Machine Sewing Mechanic	4000-6000	02
Typewriter Mechanic	4000-6000	02
Boiler Mechanic	4000-6000	01-1/ ✓
Draftsman	4000-6000	02
Lab. Technician	4000-6000	01
Lab. Assistant (Senior)	4000-6000	16
Medical Assistant	4000-6000	02
Driver	3050-4910	03
Plumber/Electronic Mechanic	3050-4590	06
Laboratory Assistant (Junior)	3050-4590	24
Workshop Assistant	3050-4590	12
Lab. Bearer/Workshop Attendant	2550-3200	33 ✓
Nursing Orderly	2550-3200	02
Technical Bearer	2550-3200	06

12
23

The J&K Govt. Gazette, 10th April, 2002/20th Chai., 1924. [No. 1-]

SCHEDULE-I-C

SRO-145 dated 10-04-2002.

Sanctioned Cadre strength of Non-Gazetted Posts on ITI Wing as on 30-06-2000.

TECHNICAL

S. No.	Designation of Post	Pay Scale	No. of Posts
1	Junior Engineer	5700-10100	08 ✓
2	Foreman/Surveyor/Supervisor/ 9. 2 1/2 MTs	6500-10500	39 25 + 5 ✓
3	Stenography Instructor	6500-10500	15 ✓
4	Workshop Instructors (AVTS)	6500-10500	06 ✓
5	Urdu Shorthand/Typewriting Instructors	6500-10500	02 ✓
6	Senior Typewriter Mechanic	5700-10100	02 ✓
7	Kilabat Instructor	5700-10100	02 ✓
8	Technical Assistant	5700-10100	02 ✓
9	Drawing Instructor	5150-8300	26 2, 151 ✓
10	Senior Instructor	5000-8000	42 ✓
11	Language Instructor	5000-8000	10 ✓
12	Social Study Instructor	5000-8000	14 + 3, 1 ✓
13	Junior Typewriter Mechanic	5000-8000	06 ✓
14	Junior Instructor/Allied Trade Instructor	4000-6000	228 + 3, 8, 63, 28 ✓
15	Phys. II Instruct or	4000-6000	02 ✓

No. 1-1] The J&K Govt. Gazette, 10th April, 2002/20th Chai., 1924. 13

S. No.	Designation of Post	Pay Scale	No. of Posts
16	Math-cum-Science Instructor	4000-6000	05, 25 ✓
17	Diesel Operator/Tractor Operator	4000-6000	03 ✓
18	Medical Assistant	4000-6000	19 ✓
19	Driver	3050-4910	04, 2 ✓
20	Workshop Attendants	2610-3540	107, 3, 4, 10, 12 = 135 + 10 ✓

21. So. Tel. Mstrs 6500-10500 01 ✓
 22. So. Tel. Mstrs 6500-10500 01 ✓
 23. Ho. S. Mstrs 6500-10500 01 ✓
 24. V. P. Mstrs 5000-8000 09 ✓

228 + 3, 8, 63, 28 ✓
 2, 52, 5, 15 = 612 + 25 + 5 ✓
 off. B. P. Mstrs

52

12

(Rule of common category Ministerial Posts in Directorate of Technical Education, ITI Wing and Polytechnic sector)

Class	Cate- gory	Designation of Post	Grade	Minimum Qualifications for direct recruitment	Method of Recruitment
1	2	3	4	5	6
I	A	Section Officer	6500-10500		By promotion from class II category A from amongst the persons having not less than <u>5</u> years service in that category. <u>3</u>
	B	Senior Stenographer	6500-10500		100% by promotion from class II, category B from amongst persons having not less than 5 years service in that category.
	C	Librarian	6500-10500	BA/B.Sc/B.Com. with B.Lib Science	(i) 50% by direct recruitment. (ii) 50% by promotion from class III category B Viz Assistant Librarian

The J&K Govt. Gazette, 10th April 2002/20th Chait., 1924
 [No. 1-j]

37
 side
 29
 5
 37

possessing qualification of BA/ B.Sc./B.Com. with B.Lib Science and having not less than 5 years service in that class. The promotee shall be placed in the pay scale of 5000-8000 for a period of two years after which he will be allowed the pay scale of Rs. 6500-10500 subject to good performance.

II A Head Assistant/ Checker/Tabulator 5000-8000

100% by promotion from class III, category A from amongst persons having not less than 4 years service in that category and having passed Secretariat Training Assistants Course.

B Jr. Stenographer 5000-8000

10+2 examination or its equivalent from any recognised University or Board with ITI Certificate in Stenography with a minimum speed of 65 words per minute in shorthand and 35 words per minute in typing. Candidates having passed Diploma

By direct recruitment.

(No. 1-j) The J&K Govt. Gazette, 10th April 2002/20th Chait., 1924

37
 side
 159
 29/5/02
 15

1	2	3	4	5	6
				in Sectt. Practice and office Management/Modern Office Practice from a recognised Polytechnic/Board shall be given preference.	
III	A	Senior Assistant/ Storekeeper	4000-6000		100% by promotion from class IV, category A having at least 3 years service in that category. Preference be given to those having passed Sectt. Assistants Training Course.
	B	Asstt. Librarian	4000-6000	BA/B.Sc/B.Com with B.Lib Science	(i) 50% by direct recruitment. (ii) 50% by promotion from class IV category 'C' from amongst persons having 5 years' experience in that category.
IV	A	Junior Assistant/ Asstt. Storekeeper	3050-4910	10+2 or its equivalent qualification of any recognised University or Board of Examination with not less than 35 words speed per minute in typing.	(i) 75% by direct recruitment. (ii) 25% by promotion from matriculate class IV employees having at least 3 years service as such on

The J&K Govt. Gazette, 10th April 2002/20th Chai., 1924. [No. 1-]

				the recommendation of DPC who qualify type test requiring a minimum speed of 25 words per minute in order of seniority.
B		Gestetner Operator	3050-4910	100% by promotion from category 'A' of class V having passed Matriculation examination and having at least 5 years' experience of cyclostyling
C		Library Assistant	3050-4910	10+2 or its equivalent and above from any recognised Board of School Education/University with Certificate Course in Lib. Science. Preferences shall be given to candidates having B.Lib or Diploma course in Library Science.
D		Hostel Storekeeper	3050-4910	100% By direct recruitment.
				100% by promotion from category of Hostel Bearer/Hostel Attendant/Hostel Watcher/Hostel Keeper possessing minimum Matriculation qualification with three years' experience in the line.

No. 1-] The J&K Govt. Gazette, 10th April 2002/20th Chai., 1924. 17

21

28

1	2	3	4	5	6
V A	Orderlies/Bearers/ Store Attendant/ Chowkidar/Gate- Keeper/Lib. Bearer/ Hostel Bearer/Hostel Attendant/Hostel Watcher/Hostel Keeper	2550-3200	Middle		By direct recruitment.
B	Gardener	2550-3200	Middle Pass having experience in Gardening.		By direct recruitment.
C	Safaiwala	2550-3200	Middle pass. The qualification shall be relaxable upto 5th Pry. pass in case of the candidates belonging to the community of scavengers.		By direct recruitment.
D	Hostel Cook	2550-3200	Middle with experience in cooking.		By direct recruitment.

278

SCHEDULE—II-B

SRO-145 dated 10-04-2002.

(Non-Gazetted Recruitment rules Polytechnic Sector)

Class	Category	Designation of Post	Grade	Minimum Qualifications for direct recruitment	Method of Recruitment
1	2	3	4	5	6
I	A	Yoga Instructor	6500-10500	Graduate with Diploma in Yoga from a recognised Instt./Board/ University.	By direct recruitment or by deputation from Youth Services and Sports Department.
	B	Instructor Art/Gallery	6500-10500	Bachelor's Degree in Fine Art with two years' experience in field or teaching/experience from Board/ University or 1st class Diploma in Fine Arts with 5 years' teaching/ field experience.	By direct recruitment or by deputation from Archaeology Archives and Museums Department.
II	A	Demonstrator/ Drawing Instructor/ Instructor in	5700-10100	Degree or its equivalent with not less than 50% marks or 3 years' diploma with not less than 65% marks in	(i) 75% by direct recruitment. (ii) 25% by promotion from class III

19

Automobile Engg./
Lab. Instructor

appropriate Branch of Engg. from a
recognised University/Board.

categories A & B from amongst
persons possessing degree or
equivalent/3 years' diploma in
appropriate Branch of Engg. from
a recognised University/Board
with 5 years' experience in that
class.

B Asstt. Foreman

5700-10100

Essential
Matric with ITI/CTI with 10 years'
experience as Workshop Instructors.

By promotion from class III
category A.

Desirable
The Candidate who may have
qualified in more than one trades
should have knowledge of almost all
the shops of Polytechnics shall be
preferred.

C Junior
Programmer

5700-10100

3 years diploma with 65% marks in
Computer Engg. from a recognised
Institute/Board. Preference will be
given to degree holders in Computer
Engg. having secured not less than
50% marks.

By direct recruitment.

D Audio-Visual
mechanic

5700-101000

3 years' diploma with not less
than 65% marks in Electronics
& Communication from a
recognised institute/Board.

By direct recruitment.

III A Workshop
Instructor/
Institutor
Electronics

5000-8000

Matric with ITI/NTC certi-
ficate and experience of 5
years' in reputed workshop.
Desirable
3 years' diploma in Mechanical/
Electrical/Civil/Electronics
and Communication from a
recognised Institute.

(i) 50% by direct recruitment.

(ii) 50% by promotion from Class V
category A, C, D, F, & G. having
passed Matriculation & NTC in
appropriate branch with 10 years
service/experience in that class/
category.

B Computer
Instructor/
Operator

5000-8000

3 years' diploma in Computer
Engg. from a recognised
Institute/Board.

(i) 50% by direct recruitment.

(ii) 50% by promotion from Class IV
category from amongst the candi-
dates possessing ITI/NTC certifi-
cates in Computer.

IV A Physical
Instructor

4300-5900

By deputation from J&K Youth
Service and Sports Department.

B Project
Instructor

4300-5900

By promotion from Class V
category A from amongst the
candidates having passed Matric with
ITI/NTC certificate in Electronics/
Radio and TV with at least three
years' service in that category.

209

23

1	2	3	4	5	6
V	A	Electrician/ Motor Driving Mechanic/Mechanic/ Instrument Repairer/ Instructors	4000-6000	Matric with ITI/NTC in appropriate trade.	(i) 75% by direct recruitment. (ii) 25% by promotion from Class VI category A and C having passed matriculation with ITI/NTC in appropriate trade.
	B	Sewing Machine Mechanic	4000-6000	Matric with ITI/NTC certificate in Instrument Mech. with 2 years' experience in Sewing Machine Mechanic.	By direct recruitment.
	C	Typewriter Mechanic	4000-6000	Matric with ITI/NTC certificate in Instrument Mech./trade with 2 years' experience in typewriter Mechanic.	By direct recruitment.
	D	Boiler Mechanic	4000-6000	Matric with ITI/NTC from recognised Institute.	By direct recruitment.
	E	Draftsman	4000-6000	Matric with 2 years' diploma in Draftsmanship from recognised Polytechnic/Board.	By direct recruitment.
	F	Lab. Technician	4000-6000	Matric with ITI/NTC in appropriate trade.	By direct recruitment.

The J&K Govt. Gazette. 10th April 2002/20th Chai., 1924. [No. 1.]

	G	Senior Lab. Asstt.	4000-6000		By promotion from Class VI category B with 7 years' experience as such and possessing qualification of Matric with Science.
	H	Driver	3050-4910	Matric with Hill Licence from Licencing Authority.	By direct recruitment.
	I	Medical Assistant	4000-6000		By deputation from State Health Services Department.
VI	A	Plumber/ Electronic Mechanic	3050-4590	Matric with NTC in appropriate trade.	By direct recruitment.
	B	Junior Lab. Assistant	3050-4590	10+2 with Science or its equivalent qualification from a recognised Board of School Education.	(i) 75% by direct recruitment. (ii) 25% by promotion from Class VII category B amongst the persons who are matriculates with Science and having experience of 5 years as Lab. Bearers.
	C	Workshop Assistant	3050-4590	Matric or its equivalent qualification with NTC in the Trade.	(i) 50% by direct recruitment. (ii) 50% by promotion from the category of Workshop Bearer/

No. 1.] The J&K Govt. Gazette. 10th April 2002/20th Chai., 1924.

23

24
24

The J&K Govt. Gazette, 10th April 2002/20th Chai., 1924. [No. 1-1]

1	2	3	4	5	6
VII	A	Hostel Cook	2550-3200	Middle with experience in cooking.	Workshop-Attendants who are matriculate. By direct recruitment.
	B	Lab. Bearer/ Workshop Attendant	2550-3200	Matric	By direct recruitment.
	C	Nursing Orderly	2550-3200	Matric with 2 years' experience in the line.	By direct recruitment.
	D	Technical Bearer	2550-3200	Matric	By direct recruitment.

SCHEDULE-II C
(Non-Gazetted Recruitment rules ITI Wing)

SRO-145 dated 10-4-2002.

Class	Category	Designation of the post	Grade	Minimum qualification for direct recruitment	Method or recruitment
1	2	3	4	5	6
I	A	Foreman/ Surveyor/ Supervisor	6500-10500	3 years' diploma in Elect./Mech./ Civil/Computer/Electronics and Communication from any recognised Polytechnic/Board with minimum 65% marks.	(i) 10% by direct recruitment (ii) 90% by promotion from Class IV category 'A' and 'B' and Class III category 'D' from amongst persons having 5 years' service in that category in the following ratio :- (a) 35% from category of Drawing Instructors having passed 3 years' diploma course from recognised Institute/Board. (b) 60% from category of Senior Instructors having passed matriculation or its equivalent with ITI/ NAC and CTI pass. (c) 5% from category of Technical Assistant having passed matriculation and NTC/NAC and with CTI/ ATI pass.

Amul
18/4/02

No. (j) The J&K Govt. Gazette, 10th April 2002/20th Chai., 1924.

25
25

26
26

The Sindh Govt. Gazette, 10th April 2002/20th Chai., 1974. [No. 1-1]

In the event of the eligible persons not being available for promotion in any category the selection will be made from the eligible candidates from other categories.

By selection from Class IV category A and B amongst persons who are matriculation ITI/NTC having passed AT/CTI course with 5 years' experience in teaching relevant trade. In case suitable persons are not available in the category of senior Instructor/Drawing instructors the candidates from the category of Junior Instructor shall be considered.

(i) 50% by direct recruitment.

(ii) 50% by promotion from Class III category 'B' and 'C' and Class IV category 'B' and having ITI/NTC in stenography with speed of 80 words in shorthand and 40 words typing to be assessed on the

1	2	3	4	5	6
I	B	Workshop Instructor (A.V.T.S.)	6500-10500	...	
II	A	(i) Stenography Instructor	6500-10500	Graduation with NTC certificate in stenography with 100 words speed in shorthand and 40 words in typing per minute.	
		(ii) Urdu shorthand/ Typewriting Instructor			
III	A	Junior Engineer	5700-10100	Degree in Electric/Mech./Civil/Computer/Electronics and Communication from any recognised University with minimum 50% marks.	
	B	Senior Typewriter Mechanic	5700-10100	...	
	C	Kitabat Instructor	5700-10100	Matric having passed 2 years' Urdu Calligraphy examination from a recognised Institute/Board with 5 years' Practical experience.	
	D	Technical Assistant	5700-10100	3 years Diploma in Elect./Mech./Civil/Computer/Electronics and Communication with minimum of 65% marks from a recognised Instituté.	
IV	A	Drawing Instructor	5150-8300	3 years' Diploma in Elect./Mech./Civil/Computer/Electronics and Communication Engg. with minimum of 65% marks from a recognised Instituté.	

basis of formal test conducted by the Departmental Promotion Committee.

By direct recruitment.

75% / vide SR 25
25% / dt. 5-8-2002

By promotion from Class IV category D from amongst persons who are matriculate with 7 years' experience in such category.

By direct recruitment.

By direct recruitment.

100% by promotion. Anwar ul Haq
520-254 dt. 4/8/2002

By direct recruitment.

No. 1-1] The Sindh Govt. Gazette, 10th April 2002/20th Chai., 1974.

27

1	2	3	4	5	6
B	Senior Instructor	5000-8000			By promotion from Class V category 'A' having matric with NTC or NAC and CTI pass with 5 years' experience as such. Incumbents having no CTI/ATI facilities available in their designated trades shall possess 7 years' experience in that category.
C	(i) Language Instructor	5000-8000			
	(ii) Social Studies Instructor	5000-8000	Ist Class graduation with Social Science from a recognised University.		(i) 75% by direct recruitment. (ii) 25% by promotion from Class V category "A" having minimum academic qualification as graduate with 5 years' experience as such.
D	Junior Typewriter Mechanic	5000-8000	Matric with 5 years' experience in typewriter repairing from a recognised/registered workshop, has to qualify practical test in ITI workshop.		100% by direct recruitment.
V	A Junior Instructor/	4000-6000	Matric with ITI/NTC. Preference will be given to those candidates		(i) 75% by direct recruitment.

Allied Trade Instructor

who have passed ATI/CTI Course in relevant trade. In case of Jr. Stenography Instructor the candidate must possess minimum speed of 65% words per minute in shorthand and 35 words per minute in typing.

(ii) 25% by selection from the Class VII category 'A' viz workshop Attendants belonging to the relevant trade who are matriculates with ITI/NTC having 3 years' experience as workshop attendents in relevant trade on the basis of practical test by a duly constituted selection committee of D.P.C. In the case of Jr. Instructor stenography the candidate must possess minimum speed of 65 words per minute in shorthand and 35 words per minute in typing.

B	Diesel Operator/ Tractor Operator	4000-6000	Matric with Hill Driving Licence from licencing authority.		(i) 75% by direct recruitment. (ii) 25% by promotion from the Class VII category 'A' with 3 years' experience as such and having Hill Driving licence from licencing authority.
C	Physical Instructor Tractor	4000-6000	Matric with a certificate from a recognised Physical Education College.		By deputation from Directorate of Youth Service Sports J&K Department.

50

1	2	3	4	5	6
	D	Math-cum-Science Instructor	4000-6000	Science Graduate with Mathematics and Physics subjects.	By deputation from School Education Department.
	E	Medical Assistant	4000-6000	Matric having passed Medical Assistant training course from State Health Services.	By deputation from Directorate of Health Services J&K.
VI	A	Driver	3050-4910	Matric with Hill Driving licence with one year's experience.	By direct recruitment.
VII	A	Workshop Attendant	2610-3540	Matric pass with a NTC/NAC in the required trade.	(i) 50% by direct recruitment. (ii) 50% by promotion from Class IV staff having Middle pass with NTC or NAC in the required trade with 5 years' service as Orderly/Chowkidar/Mali.
	B	Hostel Cook	2610-3540	Middle with experience in cooking.	By direct recruitment.



Government of Jammu and Kashmir
General Administration Department
(Establishment) Civil Secretariat,
Srinagar

NOTIFICATION
Srinagar, the 19th of September, 2008

SRO 272 :- In exercise of the powers conferred by proviso to section 124 of the Constitution of Jammu and Kashmir, the Governor hereby directs that in Schedule-II appended to different departmental subordinate service Recruitment Rules pertaining to the method of recruitment, against the posts of "Head Assistant" and "Junior Assistant", the following shall be added, namely:-

Designation
Head Assistant

Method of recruitment

"Provided that 25% of posts to be filled up in a calendar year shall be earmarked for promotion of those Senior Assistants who have not qualified the Secretarial Assistants Examination but have crossed the age of 50 years as on 1st January of the year in which such promotions are being considered. Provided further that a Senior Assistant who has qualified the Secretarial Assistants Examination during his period of probation as Junior Assistant shall not be required to qualify the said examination again."

Junior Assistant

"Provided that a person appointed by direct recruitment or by promotion after issuance of this notification shall undergo and qualify the Secretarial Assistants Examination/training during the period of his probation."

By order of the Government of Jammu and Kashmir.

NO. GAD (C&T) M-21/2002-1
Copy to the:-

- 01- All Administrative Secretaries to Government.
- 02- Principal Resident Commissioner, New Delhi
- 03- Financial Commissioner, Revenue.
- 04- Divisional Commissioner, Jammu/Srinagar.
- 05- All Heads of Departments.
- 06- General Manager, Govt. Press for publication of this notification in the next issue of the Gazette.
- 07- Principal P.W. Secretary to Chief Secretary.
- 08- P.W. Secretary to Commissioner/Secretary to Government, GAD.
- 09- P.A. to Special Secretary to Government, GAD (Admin/Ser).
- 10- SRO (Ho).
- 11- Stock file/website.

(Bashir Ahmad Dhori, IAS)
Commissioner/Secretary to Government
General Administration Department
Dated: 19-09-2008

14



Government of Jammu and Kashmir
General Administration Department
(Establishment) Civil Secretariat
Srinagar/Jammu

NOTIFICATION
Srinagar the 29th May, 2009

SRO-159 In exercise of powers conferred by proviso to section 124 of the Constitution of Jammu and Kashmir and in partial modification of all the Departmental Subordinate Services Recruitment Rules, the Governor hereby directs that the minimum qualifying service for promotion to the posts of Section Officers, Head Assistants and Senior Assistants shall be as under:-

Post	Minimum qualifying service for promotion.
(i). Section Officer	Three years as Head Assistant.
(ii). Head Assistant	Three years as Senior Assistant.
(iii). Senior Assistant	Three years as Junior Assistant.

By order of the Government of Jammu and Kashmir.

[Signature]
Commissioner/Secretary to Government,
General Administration Department

No:-GAD(Estt)/1/96-1 Dated: 29 -05- 2009

Copy to the:-

- 01- All Administrative Secretaries to Government.
- 02- Principal, Resident Commissioner, New Delhi.
- 03- Director General of Police, J&K.
- 04- Principal Secretary to Hon'ble Chief Minister.
- 05- Principal Secretary to His Excellency the Governor.
- 06- Secretary, J&K, SSB/PSC/Board of Professional Entrance Examination.
- 07- All Heads of Departments.
- 08- Secretary, J&K Legislative Assembly/Council.
- 09- Special Secretary to Government, General Administration Department (Administration/Services).
- 10- General Manager, Government Press, J&K, Jammu.
- 11- Principal Private Secretary to Chief Secretary.
- 12- All Private Secretaries to Cabinet Ministers.
- 13- All Sections of General Administration Department.

Government of Jammu and Kashmir
J&K Civil Secretariat Sgr
Technical Education/Youth Service & Sports Department

Notification,
Srinagar, the 5th August 2004

SRO 258: In exercise of the powers conferred by the proviso to section 124 of the Constitution of Jammu and Kashmir, the Governor hereby directs that in schedule-II-C appended to the Jammu and Kashmir Technical Education (Subordinate) Service Recruitment Rules, 2002 for the entry appearing against Class-III, Category 'A' in column (6) below the heading "Method of Recruitment" the following entry shall be substituted:-

- (i) 75% by direct recruitment
- (ii) 25% by promotion from Class-IV category 'B' Senior Instructors) having passed 3 years diploma in any branch of Engineering, from a recognized University/Board or Institute with ten years experience in the said category.

By order of the Governor

Sd/
Prpl. Secretary/Secretary to Govt
Higher & Technical Education D

No :Edu/Tech/Poly/47/2000 Dated: 5 -06-2004

Copy to the:-

- 01- Principal Secretary/Secretary to Government, General Administration Department
- 02- Principal Secretary/Secretary to Government, ARI Department
- 03- Commissioner/Secretary to Government, Law Department
- 04- Director Technical Education
- 05- Manager, Government Press Sgr for publication in the Government Gazette
- 06- Govt order file (w 2.s.c)
- 07- Stock file

[Signature]
Under Secretary to Govt.
Technical Education Dept

GOVERNMENT OF JAMMU AND KASHMIR
CIVIL SECT. HIGHER & TECHNICAL EDUCATION DEPTT.

NOTIFICATION
SRINAGAR, THE 4TH AUGUST 2003

SRO 254 - In exercise of the powers conferred by the proviso to section 124 of the Constitution of Jammu and Kashmir, the Governor hereby directs that in Schedule II-C appended to the Jammu and Kashmir Technical Education (Subordinate) Service Recruitment Rules, 2002, the following amendments shall be made; namely:-

- I. For the entries appearing against Class-I Category 'A' Foreman/Surveyor/Supervisor below the heading 'Method of Recruitment in column 6, the following entry shall be substituted:-

- (i) 10% by direct recruitment;
(ii) 90% by promotion from Class IV Category 'A' and 'B' and Class III category 'D' from amongst persons having 5 years service in that category in the following ratio:
- 35% from category of Drawing Instructors having passed three years diploma course or two years Draftsmanship course from a recognized Institute/Board;
Provided that the persons who are ITI/CTI trained and are holding the post of Drawing Instructors as on the date shall also be eligible for promotion to the posts of Foreman/Surveyor/Supervisor.
 - 60% from category of Senior Instructors having passed matriculation or its equivalent with ITI/NAC and CTI pass.
 - 5% from category of Technical Assistant."

- II. For the entry appearing against Class-III Category-D in column 6 below the heading "method of Recruitment" the following entry shall be substituted;

"By promotion from Class-IV, Category-B i.e. Senior Instructors from amongst the candidates having passed Degree in Engineering or three years diploma course from a recognized University/Board or Institute with three years service in that category."

By Order of the Governor.

Sd/-
Commissioner & Secretary to Govt.
Higher & Technical Education Department

Dated:-04-08-2003.

No:-Edu/Tech/Poly/47/2000

Copy to the:-

1. Principal Secretary & Secretary to Govt. General Administration Department.
2. Principal Secretary & Secretary to Govt. ARI Department.
3. Commissioner/Secretary to Govt. Law Department.
4. Director Technical Education Department.
5. Manager, Govt. Press Srinagar for publication in the Govt. Gazette.
6. Stock file.

Under Secretary to Govt.
Technical Education Department

1644
2-11-03