

**GOVERNMENT OF JAMMU AND KASHMIR,
SERVICES SELECTION BOARD,
SEHKARI BHAWAN, NEAR BAHU PLAZA JAMMU**

Notice No.:- 04 of 2010

Dated:- 24-02-1010

- 1) Whereas, the J& K Services Selection Board through Notifications No: - 02 of 2009 dated:- 30-12-2009 has advertised one hundred and forty four posts for invitation of applications from the eligible candidates;
- 2) Whereas, it is thought expedient, for information of all concerned, to notify the criterion decided by the Board for purpose of shortlisting the eligible candidates and consequent action with reference to each category of posts so advertised.
- 3) Now, therefore, the criterion for shortlisting for follow up processes for each category of posts so advertised is hereby notified as per Annexure "A" appended to this notice.

Sd-
G. S. CHIB, KAS
Secretary

Services Selection Board

Dated 24.02.2010

No:- SSB/Sel/ Secy/ 10/ 499-531

Copy for information to the:-

1. Chief Secretary J&K Government, Civil Secretariat, Jammu
2. Principal Secretary/Commissioner/Secretary to Government of concerned Department, Civil Secretariat, Jammu
3. Commissioner/ Secretary to Govt. General Administration Department., Civil Secretariat, Jammu
4. Principal Secretary to H.E the Governor of J&K for kind information.
5. Divisional Commissioner Kashmir / Jammu.
6. Secretary to Government Labour & Employment Department, Civil Secretariat, Jammu.
7. Secretary to Government Revenue Department, Civil Secretariat, Jammu.
8. All Deputy Commissioners for information. The notification be given due publication at the prominent places in the district.
9. Director Employment J&K Jammu.
10. Director Information J&K for publication of Criteria Notice in all dailies of J&K State for three consecutive days.
11. Director, Door Darshan Kendra, Srinagar / Jammu for telecasting the substance of the notice for seven consecutive days in addition to the Rozgar Bulletin.
12. Director, Radio Kashmir Srinagar/ Jammu/ Leh/ Bhandarwah/ Kupwara/ Kargil for putting the notice on air for seven consecutive days in addition to the Rozgar Bulletin.
13. Additional Resident Commission J&K Government, 5-Prithvi Raj Road, New Delhi.
14. General Manager, Government Press Srinagar/Jammu for publication in an extraordinary issue of Government Gazette.
15. Secretary Legislative Assembly / Council J&K.
16. Joint Director Employment Srinagar / Jammu.
17. Director Sainik Welfare J&K, Jammu.
18. Director Resettlement, Headquarters Northern Command C/O 56 APO.
19. Chief Executive Officer, Hill Development Council, Leh/Kargil.
20. All Deputy Director Employment _____.
21. Senior Law Officer Services Selection Board.
22. Administrative Officer Services Selection Board Jammu / Srinagar.
23. All District Information Officers.
24. Tehsildar Uri, Karnah, Gurez, Mahore, Gandoh (Bhalessa)
25. Naib Tehsildar, Nowgam (Kishtwar) Bani (Kathua) Dudoo Basantgarh, Karnah, Dachhan.
26. Private Secretary to Chairman J&K Services Selection Board.
27. P.A.s to all Members of J&K Services Selection Board.
28. Counselor Employment, Information Bureau, University of Kashmir/Jammu.
29. Zila Sainik Welfare Board Jammu / Srinagar / Samba / Leh / Rajouri/ Baramulla.
30. Incharge Employment Cell Government GM Science College, Jammu.
31. All Ladakh Students Association Srinagar/Jammu
32. Notice Board, Services Selection Board Srinagar/Jammu.
33. Notice Board, Civil Secretariat, Srinagar/Jammu.

ANNEXURE "A"

Criteria for various categories of posts advertised vide Advertisement Notification No: - 02 of 2009 dated:- 30-12-2009

S. No	Name of the post	Cadre of Post	Prescribed Qualification	Item no.	Criteria approved by the Board.
1	Foreman (Transport) Notification No:- 02 of 2009 dated:- 30-12-2009	STATE	Three years Diploma in Automobile Engineering from any recognized University / Institute.	001	i) Three years Diploma in Automobile Engineering. = 60 points (On prorata basis) ii) B.E (Automobile Engineering) = 10 points (On prorata basis) iii) M.E(Automobile Engineering) = 10 points (Across Board) iv) Viva Voce = 20 points TOTAL = 100 points
2	Driver (Transport) Notification No:- 02 of 2009 dated:- 30-12-2009	STATE	Matriculation pass and having valid Hill Driving License.	002	i) Driving Test = 50 Points (On prorata basis) ii) Experience = 15 Points (One point for Each Year Maximum 15 Points) iii) Matric = 10 Points (On prorata basis) iv) 10+2 = 05 Points (On prorata basis) v) Viva Voce = 20 Points TOTAL = 100 points
3	Junior Assistant (Transport) Notification No:- 02 of 2009 dated:- 30-12-2009	STATE	Graduation from any recognized university with knowledge of type writing having not less than 35 words speed per minute & Six month certificate course in computer applications from a recognized institute.	003	i) Graduation = 25 Points (on prorata basis) ii) Post Graduation = 05 Points (on prorata basis) iii) Type Test = 55 Points (on prorata basis) iv) Certificate in Computer = 05 Points (Across the Board) v) Oral Test for Computer Knowledge/ Viva Voca = 10 Points TOTAL = 100 Points
4	Grading & Marketing Inspector (Agriculture Production Department) Notification No:- 02 of 2009 dated:- 30-12-2009	STATE	i. Degree Examination or its equivalent from any recognized university. Preference being given to those candidates having diploma in Marketing Management ii. Desirable Qualification, BSc Agriculture or BBA/B.Com with Diploma in Agri. Marketting	004	i) Degree (Agriculture / Business Administration /Commerce) = 55 points (on prorata basis) OR Degree (Other streams) = 45 points (on prorata basis) ii) Post Graduation (Agriculture / Business Administration /Commerce) = 10 points (on prorata basis) OR Post Graduation (Other streams) =05 points (on prorata basis) iii) Diploma in Marketing Management = 15 points (on prorata basis) iv) Viva Voce = 20 Points TOTAL = 100 points
5	Auditor (Agriculture Production Department) Notification No:- 02 of 2009 dated:- 30-12-2009	STATE	B.Com	005	i) B.Com = 70 points (on prorata basis) ii) M.Com = 10 points (on prorata basis) iii) Viva Voce = 20 Points TOTAL = 100 points

6	Junior Stenographer (GAD) Notification No:- 02 of 2009 dated:- 30-12-2009	STATE	1. Graduate from any recognized institute with speed of 65 & 35 words per minute in short hand & typing respectively. 2. Six months certificate course in computer application from a recognized Institute.	006	i) Graduation = 20 Points (on prorata basis) ii) Post Graduation = 05 points (on prorata basis) iii) Short hand (Dictation) = 20 Points (on prorata basis) iv) Short hand (Transcription) = 20 Points (on prorata basis) v) Type Test = 20 Points (on prorata basis) vi) Certificate in Computer = 05 Points (Across the Board) vii) Oral Test for Computer Knowledge/ Viva Voce. = 10 Points TOTAL = 100 Points
7	Junior Assistant (Civil Aviation Department) Notification No:- 02 of 2009 dated:- 30-12-2009	STATE	i) Graduation from any recognized university with knowledge of type writing having not less than 35 words speed per minute. ii) Six month certificate course in computer applications from a recognized institute.	007	i) Graduation = 25 Points (on prorata basis) ii) Post Graduation = 05 Points (on prorata basis) iii) Type Test = 55 Points (on prorata basis) iv) Certificate in Computer = 05 Points (Across the Board) v) Oral Test for Computer Knowledge/ Viva Voca = 10 Points TOTAL = 100 Points
8	Junior Legal Assistant (Law Department) Notification No:- 02 of 2009 dated:- 30-12-2009	STATE	L.L.B professional from a recognized University	008	i) L.L.B = 70 points (on prorata basis) ii) L.L.M = 10 points (on prorata basis) OR i) L.L.B (5 years) = 80 points (on prorata basis) iii) Viva Voce = 20 points TOTAL = 100 points
9	Computer Operator (Forest Protection Force) Notification No:- 02 of 2009 dated:- 30-12-2009	STATE	Bachelors Degree in Computer Science / Application from recognized University.	009	i) Bachelor's Degree in Computer Science / Application. = 70 points (On prorata basis) ii) Masters Degree in Computer Science / Application. = 10 points (On prorata basis) iii) Viva Voce = 20 points TOTAL = 100 points
10	Junior Assistant (Soil Conservation) Notification No:- 02 of 2009 dated:- 30-12-2009	STATE	i) Graduation from any recognized university with knowledge of type writing having not less than 35 words speed per minute. ii) Six month certificate course in computer applications from a recognized institute.	010	i) Graduation = 25 Points (on prorata basis) ii) Post Graduation = 05 Points (on prorata basis) iii) Type Test = 55 Points (on prorata basis) iv) Certificate in Computer = 05 Points (Across the Board) v) Oral Test for Computer Knowledge/ Viva Voca = 10 Points TOTAL = 100 Points

11	Statistical Assistant (Planning & Development Department) Notification No:- 02 of 2009 dated:- 30-12-2009	STATE	Masters degree in economics\ statistics \ mathematics\ commerce\ computer applications\ Information Technology.	011	i) Prescribed Masters Degree = 75 Points (on prorata basis) ii) M.Phil = 02 Points (Across the Board) iii) Ph.D = 03 Points (Across the Board) iv) Ph.D (without M.Phill) = 05 Points (Across the Board) v) Viva Voce = 20 Points TOTAL = 100 Points
12	Junior Statistical Assistant (Planning & Development Department) Notification No:- 02 of 2009 dated:- 30-12-2009	STATE	Bachelors degree in economics\ statistics \ mathematics\ commerce\ computer applications\ Information Technology as one of the elective subjects.	012	i) Prescribed Bachelors Degree in relevant subject = 65 Points(on prorata basis) ii) Masters Degree in prescribed relevant subject = 10 Points(on prorata basis) iii) M.Phil = 02 (Across the Board) iv) Ph.D = 03 (Across the Board) v) Ph.D (without M.Phill) = 05 (Across the Board) vi) Viva Voce = 20 Points TOTAL = 100 Points
13	Junior Artist (Planning & Development Department) Notification No:- 02 of 2009 dated:- 30-12-2009	STATE	Matric with diploma in draftsman (civil) preferably experienced hand.	013	i) Matric = 20 Points (on prorata basis) ii) Diploma in Draftsman (Civil) = 60 points (on prorata basis) iii) Viva Voce = 20 points TOTAL = 100 points
14	Junior Assistant (Technical Education) Notification No:- 02 of 2009 dated:- 30-12-2009	STATE	Graduation from any recognized university with knowledge of type writing having not less than 35 words speed in typing per minute with Six month certificate course in computer applications from a recognized institute.	014	i) Graduation = 25 Points (on prorata basis) ii) Post Graduation = 05 Points (on prorata basis) iii) Type Test = 55 Points (on prorata basis) iv) Certificate in Computer = 05 Points (Across the Board) v) Oral Test for Computer Knowledge/ Viva Voce = 10 Points TOTAL = 100 Points
15	Junior Stenographer (Technical Education) Notification No:- 02 of 2009 dated:- 30-12-2009	STATE	1. Graduate from any recognized institute with speed of 65 & 35 words per minute in short hand & typing respectively. 2. Six months certificate course in computer application from a recognized Institute.	015	i) Graduation = 20 Points (on prorata basis) ii) Post Graduation = 05 points (on prorata basis) iii) Short hand (Dictation) = 20 Points (on prorata basis) iv) Short hand (Transcription) = 20 Points (on prorata basis) v) Type Test = 20 Points (on prorata basis) vi) Certificate in Computer = 05 Points (Across the Board) vii) Oral Test for Computer Knowledge/ Viva Voce. = 10 Points TOTAL = 100 Points

16	Technical Assistant (Industry & Commerce(Geology & Mining))	STATE	MSc with Chemistry from the recognized Institute OR BSc with three years experience in the line.	016	i(a) M.Sc (Chemistry) = 75 Points (on prorata basis) OR i(a) BSc (Chemistry as one of the subject) = 60 Points (on prorata basis) i(b) Three years Experience =15 points ii) M.Phill = 02 points (Across Board) iii) Ph.D = 03 points (Across Board) iv) Ph.D (direct without M.Phill) = 05 points (Across Board) v) Viva Voce = 20 points TOTAL =100 points
17	Store Assistant (Industry & Commerce(Geology & Mining))	STATE	The Candidate should be Matriculate and Type knowing having minimum speed of 30 words per minute.	017	i) Matric = 20 Points (on prorata basis) ii) 10+2 = 05 Points (on prorata basis) iii) Graduation = 10 Points (on prorata basis) iii) Type Test = 55 Points (on prorata basis) iv) VIVA VOCE = 10 Points TOTAL = 100 Points
18	Driver (Tourism Department)	STATE	Middle pass having valid driving licenses from competent authority.	018	i) Driving Test = 60 Points (On prorata basis) ii) Experience = 15 Points (One point for Each Year Maximum 15 Points) iii) Matric = 03 Points (On prorata basis) iv) 10+2 = 02 Points (On prorata basis) v) Viva Voce = 20 Points TOTAL = 100 points
19	Junior Assistant (Hr. Education) Notification No:- 02 of 2009 dated:- 30-12-2009	STATE	Graduation having 35 words speed in typing per minute with Six month certificate course in computer applications from a recognized institute. The candidate will be placed under probation & Shall have to pass Secretariat Assistants Examination course during his probation.	019	i) Graduation = 25 Points (on prorata basis) ii) Post Graduation = 05 Points (on prorata basis) iii) Type Test = 55 Points (on prorata basis) iv) Certificate in Computer = 05 Points (Across the Board) v) Oral Test for Computer Knowledge/ Viva Voca = 10 Points TOTAL = 100 Points

NOTE:-

- 1) The percentage of the candidates shall be taken into consideration in aggregate ie from 1st year / semester upto last year / semester for calculation of points on prorata basis for each degree / diploma.
- 2) There shall be single type / stenography test as the case may be and selections shall be made on the basis of overall merit obtained in the type / stenography test.

Sd/-
G. S. CHIB, KAS
Secretary
Services Selection Board