

**GOVERNMENT OF JAMMU AND KASHMIR**  
**JAMMU AND KASHMIR SERVICES SELECTION BOARD (JKSSB)**  
Muthi, Akhnoor Road, Jammu/Zam Zam Complex, Rambagh, Srinagar  
[www.jkssb.nic.in](http://www.jkssb.nic.in)

**Subject: Document Verification of additional candidates** falling under consideration zone for the post of Telephone Operator (Health & Medical Education Department), advertised vide Notification No. 02 of 2021 under Item No. 308 – regarding.

**NOTIFICATION**

In continuation to the Notification No. JKSSB-COE0EXAM(UT)/11/2025-03 (7655961) dated: 30-05-2025 and JKSSB-COE0EXAM(UT)/11/2025-03 (7655961) dated: 15-06-2025, **additional candidates**, whose details are given in **Annexure "A"** are hereby called to appear in person for Document Verification before the Document Verification Committee of the Board for the verification/scrutiny of their documents/certificates **on 07-01-2026** (Wednesday), as per the schedule and venue indicated against each.

The candidates are required to produce following original documents/certificates in original, along-with **one set of self-attested copies**, before the designated Document Verification Committee:

1. Copy of Application Form.
2. Two passport size recent colour photographs.
3. One original photo ID Proof i.e. Aadhar card/Voter Card/Pan Card/Passport etc.
4. D.O.B Certificate (10<sup>th</sup> Diploma/Marks card).
5. Valid Category Certificate, if belongs to reserved categories.
6. Domicile Certificate.
7. Prescribed Qualification/Diploma/Course as per Advertisement Notification.
8. Bonafide certificate on the format prescribed by the Board duly issued by the Controller/Registrar of the concerned University/Institute in respect of candidates, who have obtained the qualification/Diploma from outside the UT of J&K.
9. Checklist sheet/form to be submitted by candidates at the time of their D.V. (**as per Annexure "B"**).

The candidates who fail to appear before the respective Document Verification Committee(s) on the scheduled date shall forfeit their right to selection.

**Sd/-**  
Reyaz Ahmad Malik (JKAS)  
Controller of Examinations  
J&K Services Selection Board

No.: JKSSB-COE0EXAM(UT)/11/2025-03 (7655961)

Dated: 31-12-2025

Copy to the:

1. Director, Information and Public Relations, J&K, Jammu with the request to publish this Notification in at-least two leading local newspapers of Jammu/Srinagar.
2. All Members, J&K Services Selection Board.

3. Secretary, J&K Services Selection Board.
4. PA to the Chairperson, J&K Services Selection Board.
5. I/c Website, J&K Services Selection Board.

  
31/12/2025.  
Dr. Neha Sharma (JKAS)  
Under Secretary (Examinations)  
J&K Services Selection Board

**ANNEXURE "A"**

| <b>Addl. D.V.<br/>S.No.</b> | <b>Roll No.</b> | <b>Application<br/>No.</b> | <b>Candidate Name</b>   | <b>Father Name</b>    | <b>Total</b> | <b>Advertisement<br/>No.</b> | <b>Category</b> | <b>Post</b>           | <b>Item<br/>No.</b> | <b>Date of Document<br/>Verification</b> | <b>Venue</b>                                | <b>Committee</b> |
|-----------------------------|-----------------|----------------------------|-------------------------|-----------------------|--------------|------------------------------|-----------------|-----------------------|---------------------|------------------------------------------|---------------------------------------------|------------------|
| 1-JMU                       | 1010122         | 558574                     | SUTIKSHAN SHARMA        | ASHOK KUMAR<br>SHARMA | 55.75        | 02 of 2021                   | OM              | Telephone<br>Operator | 308                 | 07-01-2026<br>(10 AM to 04.30 PM)        | JKSSB Office, Muthi,<br>Akhnoor Road, Jammu | J                |
| 2-JMU                       | 1010055         | 448332                     | ANIES AHMED             | SHABIR AHMED          | 46.25        | 02 of 2021                   | PSP             | Telephone<br>Operator | 308                 | 07-01-2026<br>(10 AM to 04.30 PM)        | JKSSB Office, Muthi,<br>Akhnoor Road, Jammu | J                |
| 3-JMU                       | 1010099         | 609883                     | SANJEEV KUMAR<br>MOTTAN | DES RAJ MOTAN         | 45.75        | 02 of 2021                   | SC              | Telephone<br>Operator | 308                 | 07-01-2026<br>(10 AM to 04.30 PM)        | JKSSB Office, Muthi,<br>Akhnoor Road, Jammu | J                |
| 4-JMU                       | 1010162         | 635516                     | ROSHAN LAL              | Krishan chand         | 43.50        | 02 of 2021                   | OM              | Telephone<br>Operator | 308                 | 07-01-2026<br>(10 AM to 04.30 PM)        | JKSSB Office, Muthi,<br>Akhnoor Road, Jammu | J                |
| 5-JMU                       | 1010215         | 440949                     | KANCHAN BALA            | Shiv Saran            | 41.50        | 02 of 2021                   | RBA             | Telephone<br>Operator | 308                 | 07-01-2026<br>(10 AM to 04.30 PM)        | JKSSB Office, Muthi,<br>Akhnoor Road, Jammu | J                |
| 6-JMU                       | 1010072         | 333303                     | MUDASHIR ABAS           | Mohd Abas             | 41.25        | 02 of 2021                   | Social Caste    | Telephone<br>Operator | 308                 | 07-01-2026<br>(10 AM to 04.30 PM)        | JKSSB Office, Muthi,<br>Akhnoor Road, Jammu | J                |
| 7-JMU                       | 1010185         | 453007                     | RENU BALA               | Baldev Raj            | 36.25        | 02 of 2021                   | SC              | Telephone<br>Operator | 308                 | 07-01-2026<br>(10 AM to 04.30 PM)        | JKSSB Office, Muthi,<br>Akhnoor Road, Jammu | J                |
| 8-JMU                       | 1010155         | 528775                     | ANGDEV SINGH            | JANKAR SINGH          | 26.25        | 02 of 2021                   | OM              | Telephone<br>Operator | 308                 | 07-01-2026<br>(10 AM to 04.30 PM)        | JKSSB Office, Muthi,<br>Akhnoor Road, Jammu | J                |

Annexure "B"

Checklist Sheet for Document Verification

Post: \_\_\_\_\_

Advertisement Notification No. : \_\_\_\_\_

Item No. : \_\_\_\_\_



Date of D.V.: \_\_\_\_\_ D.V. S. No. : \_\_\_\_\_ Venue: \_\_\_\_\_

1. Details of the Candidate (To be filled by candidate):

| S.No. | Candidate Particular                                                                                       | Details |
|-------|------------------------------------------------------------------------------------------------------------|---------|
| 1.    | Name *                                                                                                     |         |
| 2.    | Father's Name *                                                                                            |         |
| 3.    | Date of Birth (DD/MM/YYYY) *                                                                               |         |
| 4.    | Roll No. *                                                                                                 |         |
| 5.    | Application Form No. (s)                                                                                   |         |
| 6.    | Reserved Category *                                                                                        |         |
| 7.    | Sub Category (if any) (a) a person With disability (PWD), (b) Ex-Serviceman (ESM) (Horizontal Reservation) |         |

Candidate's Signature

2. Verification of Documents (To be checked by JKSSB Officer/Official):

| S.No. | Document/ Certificates                                                                                   | Original Checked (Y/N) | Date of issue | Valid/ Within Cutoff Date (Y/N) | Name of Inst/College/University | Remarks/ Recommendation |
|-------|----------------------------------------------------------------------------------------------------------|------------------------|---------------|---------------------------------|---------------------------------|-------------------------|
| 1.    | Domicile Certificate.                                                                                    |                        |               |                                 |                                 |                         |
| 2.    | Qualification Certificate(s).                                                                            |                        |               |                                 |                                 |                         |
| a)    |                                                                                                          |                        |               |                                 |                                 |                         |
| b)    |                                                                                                          |                        |               |                                 |                                 |                         |
| c)    |                                                                                                          |                        |               |                                 |                                 |                         |
| d)    |                                                                                                          |                        |               |                                 |                                 |                         |
| e)    |                                                                                                          |                        |               |                                 |                                 |                         |
| 3.    | Reserved Category Certificate (a) SC (b) ST1 (c) ST2 (d) OBC (e) ALC/IB (f) RBA (g) PSP (h) EWS          |                        |               |                                 |                                 |                         |
| 4.    | Sub Category if any (a) a person With disability (PWD), (b) Ex-Serviceman (ESM) (Horizontal Reservation) |                        |               |                                 |                                 |                         |

Note 1:- The candidate have to bring/attach two passport size recent color photographs and one original photo ID i.e. Adhaar Card/ Voters ID card/ Pan Card/ Passport/ Driving License etc. on the scheduled date of Documents Verification.

Checked By: (Name & Designation of Dealing Assistant):-

Signature of Dealing Assistant

3. Candidature- Accepted or Rejected: \_\_\_\_\_

- i)

Reasons\_\_\_\_\_
- ii)

Special Remarks (if any)\_\_\_\_\_

Signature  
(Name of the Officer)

(Signature)  
(Name of the Member/Officer)