



Government of Jammu & Kashmir

Directorate of School Education Kashmir

email: dsekjk@gmail.com

Subject: Conducting of Type test of Matriculate Orderlies/Jamadars of the School Education of Kashmir Division.

Reference: Circular No. 32 GAD of 2011 dated 28.09.2011

CIRCULAR

In terms of SRO-308 dated 16-10-2008, 25% of the vacancies of Junior Assistants available under promotion quota are to be filled up by promotion of Class-IV Officials having Matriculation qualification and the typing speed of 25 words per minute.

Accordingly, all the eligible Matriculate Orderlies/ Jamadars of the School Education Department Kashmir Division, who are intending to appear in the Type Test are hereby informed to submit their bio-data as per the prescribed Proforma/format (Annexed herewith) at their respective CEO offices within a period of 15 days from the date of issuance of this notification.

Subsequently, the Chief Education Officers shall submit the consolidated list along with the application form of the candidates in original to this Directorate for further course of action.

Besides, it is also impressed upon the Chief Education Officers to include all those I/C Junior Assistants who have not qualified the Type Test, so that their confirmation as Junior Assistants is considered upon their qualifying of the test.

Sd/-

DIRECTOR

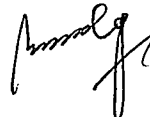
School Education Kashmir

No. DSEK/NT/TYPE-Test/19/2021/357-60 Dated: 10-03-2021
Copy to the:

1. Administrative Secretary to Government, School Education Department Civil Secretariat Jammu for information
2. Director Information & Public Relation, J&K Govt. Jammu for information with the request to publish the notification for information of the concerned in two leading Newspapers of the valley
3. All the Chief Education Officer of Kashmir Division
4. I/C Website for hoisting the same on the official website of the Department.


(PERSONNEL OFFICER)

Directorate of School Education Kashmir





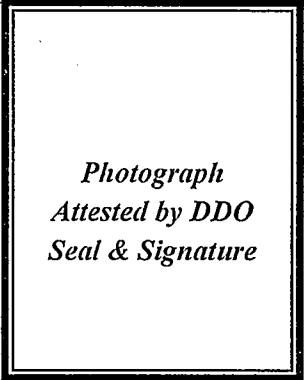
Government of Jammu & Kashmir
Directorate of School Education Kashmir
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APPLICATION FORM

Application No.....

Date...../...../2021

- Office of the* _____
1. Name of the Employee _____
 2. S/o/W/o/D/o/: _____
 3. Permanent Address _____
 4. Designation : _____
 5. Place of Posting: _____
 6. Date of Birth _____ Qualification _____
 7. 1st Appointment Order No & Date : _____



Signature of the Applicant

- Certified that the above given particulars are absolutely correct and nothing has been concealed therein;
- Certified that the Class-IV/ IC Junior Assistants is holding genuine appointment on substantive post in the Department and is not involved in any fraud, Fake, FAT, Migrant substitute, Adhoc/ Contractual / Consolidated Category;
- Certified the Class-IV/ IC Junior Assistants is not presently under suspension and no disciplinary proceedings are pending against him/her in any Court of Law/ Vigilance Departmental.
- Certified that the Class-IV/ IC Junior Assistants is willing to appear in the type test and will abide by the instructions given while conducting the type test.
- Certified that the Class-IV named above, belongs to the District Cadre of this District in School Education Department.

SIGNATURE OF DDO

COUNTERSIGNATURE OF CONCERNED CEO

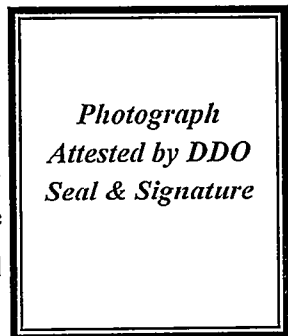
Application No.....

Date...../...../2021

Acknowledgment Receipt

(To be produced by the Candidate at the time of Type Test)

Received application from Mr/Mrs/Ms.....
 Desig..... Place of Postingfor appearing in Type
 test to be conducted for Matriculate Orderlies/Jamadars/ IC Junior Assistants of the School
 Education of Kashmir Division



SEAL & SIGNATURE OF RECEIPT CLERK
CEO'S OFFICE _____