



**Sher-e-Kashmir University of Agricultural
Sciences and Technology of Jammu**

**Notification No: 02 (Secy.) of 2017
Dated: 01-02-2017**

Sub:- Additions/Amendments in SKUAST-Statutes.

As recommended by Board of Management (at its 26th Meeting and 22nd Meeting), approved by University Council in its 15th meeting held on 17th of October, 2016, assented to by the Hon'ble Chancellor (H.E. the Governor, J&K) and the assent conveyed vide Deputy Secretary to Governor No. GS-1(Amend-AUJ)/2012-17/416 dated 12.01.2017, I, Dr. Pradeep K. Sharma, Vice-Chancellor, SKUAST-J, in exercise of powers vested in me under Section 40 of SKUAST, Act, 1982 (Amended upto July, 2005), do hereby notify addition/amendment in SKUAST-Statutes as contained in the Annexure-I & II to this Notification.

This shall come to force with immediate effect.

Sd/-
(Pradeep K. Sharma)
Vice-Chancellor

No. AUJ/Secy./16-17/F-101/1650-94
Date: 01-02-2017

Cc:

- Financial Commissioner to Govt., Agriculture Production Deptt., Civil Secretariat, Jammu.
- Financial Commissioner to Govt., Planning & Development, Department, J&K, Civil Secretariat, Jammu.
- Commissioner/Secretary to Govt., Finance Deptt. J&K Govt. Civil Secretariat, Jammu.
- All members of Board of Management.
- Registrar, SKUAST-Kashmir, Shalimar Campus, Srinagar.
- All Officers of SKUAST-Jammu.
- Deputy Secretary, Governor's Secretariat, Raj Bhavan, Jammu.
- Private Secretary to Hon'ble Governor for kind information of Hon'ble Governor, J&K and Chancellor, SKUAST-Jammu, Governor's Secretariat, Raj Bhawan, Jammu.
- All Deputy/Asstt. Registrars.
- All Deputy/Asstt. Comptrollers.
- SVC for kind information of Hon'ble Vice-Chancellor of SKUAST-Kashmir.
- SVC for kind information of the Hon'ble Vice-Chancellor, SKUAST-Jammu.
- File concerned (w.3.s.c).

(Signature)
Registrar 01/02/17

SKUAST
Jammu

Chalhe, Jammu-180009, INDIA

An institution for sustainable agriculture for food and nutritional security
Healthy soils for a healthy life

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The following is appended to Chapter-III (Recruitment of employees other than officers and teachers of the University) of SKUAST-Statutes

Selection Criteria for various non-teaching posts in SKUAST-J

a). Administrative posts:

S.N	Name of the Post	Criteria															
1.	Asstt. Comptroller	<p>i) Academic Qualification: 60 marks</p> <table border="1"> <tr> <td>Graduation</td> <td>=</td> <td>45 marks (on prorata basis)</td> </tr> <tr> <td>Post-Graduation</td> <td>=</td> <td>10 marks (on prorata basis)</td> </tr> <tr> <td>Merit Scholarship /Fellowship /Gold medal (academic)</td> <td>=</td> <td>05 marks (2.5 marks each for Graduation & Post graduation)</td> </tr> </table> <p>ii) Employment Experience: 20 marks (04 marks for each year over & above the prescribed Experience)</p> <p>iii) Interview : 20 marks</p> <p>Total : 100 marks (Academic qualification + Employment Experience + interview)</p>	Graduation	=	45 marks (on prorata basis)	Post-Graduation	=	10 marks (on prorata basis)	Merit Scholarship /Fellowship /Gold medal (academic)	=	05 marks (2.5 marks each for Graduation & Post graduation)						
Graduation	=	45 marks (on prorata basis)															
Post-Graduation	=	10 marks (on prorata basis)															
Merit Scholarship /Fellowship /Gold medal (academic)	=	05 marks (2.5 marks each for Graduation & Post graduation)															
2.	Asstt. Director Statistics	<p>i) Academic Qualification: 60 marks</p> <table border="1"> <tr> <td>Master's degree (Stat./Agri. Stat.)</td> <td>=</td> <td>45 marks (on Prorate basis)</td> </tr> <tr> <td>Ph.D. (Stat./Agri. Stat.)</td> <td>=</td> <td>10 marks (on Prorate basis)</td> </tr> <tr> <td>Merit Scholarship/Fellowship /Gold medal (academic)</td> <td>=</td> <td>05 marks (2.5 marks each for Graduation & Post graduation)</td> </tr> </table> <p>ii) Employment Experience: 20 marks (04 marks for each year over & above the prescribed Experience)</p> <p>iii) Interview : 20 marks</p> <p>Total : 100 marks (Academic qualification + Employment Experience+ interview)</p>	Master's degree (Stat./Agri. Stat.)	=	45 marks (on Prorate basis)	Ph.D. (Stat./Agri. Stat.)	=	10 marks (on Prorate basis)	Merit Scholarship/Fellowship /Gold medal (academic)	=	05 marks (2.5 marks each for Graduation & Post graduation)						
Master's degree (Stat./Agri. Stat.)	=	45 marks (on Prorate basis)															
Ph.D. (Stat./Agri. Stat.)	=	10 marks (on Prorate basis)															
Merit Scholarship/Fellowship /Gold medal (academic)	=	05 marks (2.5 marks each for Graduation & Post graduation)															
3.	Asstt. Executive Engineer (Electrical)	<p>i.) Academic Qualification: 60 marks</p> <table border="1"> <tr> <td>Diploma in Electrical Engg.</td> <td>=</td> <td>35 marks (on prorata basis)</td> </tr> <tr> <td>B.E./B.Tech (after Diploma) or equivalent degree</td> <td>=</td> <td>10 marks(on prorata basis)</td> </tr> <tr> <td>B.E./B.Tech. (Direct) or equivalent degree</td> <td>=</td> <td>45 marks (on prorata basis)</td> </tr> <tr> <td>M.E./M. Tech. or equivalent degree</td> <td>=</td> <td>10 marks (on prorata basis)</td> </tr> <tr> <td>Merit Scholarship /Fellowship /Gold medal (academic)</td> <td>=</td> <td>05 marks (2.5 marks each for Graduation & Post graduation)</td> </tr> </table>	Diploma in Electrical Engg.	=	35 marks (on prorata basis)	B.E./B.Tech (after Diploma) or equivalent degree	=	10 marks(on prorata basis)	B.E./B.Tech. (Direct) or equivalent degree	=	45 marks (on prorata basis)	M.E./M. Tech. or equivalent degree	=	10 marks (on prorata basis)	Merit Scholarship /Fellowship /Gold medal (academic)	=	05 marks (2.5 marks each for Graduation & Post graduation)
Diploma in Electrical Engg.	=	35 marks (on prorata basis)															
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B.E./B.Tech. (Direct) or equivalent degree	=	45 marks (on prorata basis)															
M.E./M. Tech. or equivalent degree	=	10 marks (on prorata basis)															
Merit Scholarship /Fellowship /Gold medal (academic)	=	05 marks (2.5 marks each for Graduation & Post graduation)															

5/11/11

ii) **Employment Experience:** 20 marks (04 marks for each year Employment Experience as Asstt. Engineer, 04 marks for each year as Jr. Engg. over & above the prescribed Experience in each cadre)
 iii) **Interview :** 20 marks
Total : 100 marks (Academic qualification + Employment Experience + interview)

4. **Asstt. Executive Engineer (Civil)**

Academic Qualification: 60 marks

Diploma in Civil Engg.	=	35 marks (on prorata basis)
B.E./B.Tech (after Diploma) or equivalent degree	=	10 marks (on prorata basis)
B.E./B.Tech. (Direct) or equivalent degree	=	45 marks (on prorata basis)
M.E./M. Tech. or equivalent degree	=	10 marks (on prorata basis)
Merit Scholarship /Fellowship /Gold medal (academic)	=	05 marks (2.5 marks each for Graduation & Post graduation)

ii) **Employment Experience:** 20 marks (04 marks for each year Employment Experience as Asstt. Engineer, 04 marks for each year as Jr. Engg. over & above the prescribed Experience in each cadre)
 iii) **Interview :** 20 marks
Total : 100 marks (Academic qualification + Employment Experience + interview)

b) Supporting staff

5. **Junior Engineer (Civil)**

i) **Screening /written Test** = 40 marks (Paper of 100 marks with 40% weightage)
 ii) **Academic Qualification: 30 marks**

Diploma with 5 years Employment Experience	=	20 marks (on prorata basis)
B.E./B.Tech (after Diploma) or equivalent degree	=	05 marks (on prorata basis)
B.E./B.Tech (Direct) or equivalent degree	=	25 marks (on prorata basis)
M.E./M. Tech or equivalent degree	=	05 marks (on prorata basis)

iii) **Employment Experience:** 10 marks (2 marks for each year over & above essential qualification)
 iv) **Interview :** 20 marks
Total : 100 marks (Screening/written test + Academic qualification + Employment Experience + interview)

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6.	Junior Engineer (Electrical)	<p>i) Screening /written Test = 40 marks (Paper of 100 marks with 40% weightage)</p> <p>ii) Academic Qualification: 30 marks</p> <table border="1" data-bbox="880 288 1939 456"> <tbody> <tr> <td>Diploma with 5 years Employment Experience</td> <td>=</td> <td>20 marks (on prorata basis)</td> </tr> <tr> <td>B.E./B.Tech (after Diploma) or equivalent degree</td> <td>=</td> <td>05 marks(on prorata basis)</td> </tr> <tr> <td>B.E./B.Tech (Direct) or equivalent degree</td> <td>=</td> <td>25 marks (on prorata basis)</td> </tr> <tr> <td>M.E./M. Tech or equivalent degree</td> <td>=</td> <td>05 marks (on prorata basis)</td> </tr> </tbody> </table> <p>iii. Employment Experience: 10 marks (2 marks for each year over & above essential qualification)</p> <p>iv. Interview : 20 marks</p> <p style="text-align: center;">Total : 100 marks (Screening/written test + Academic qualification + Employment Experience + interview)</p>	Diploma with 5 years Employment Experience	=	20 marks (on prorata basis)	B.E./B.Tech (after Diploma) or equivalent degree	=	05 marks(on prorata basis)	B.E./B.Tech (Direct) or equivalent degree	=	25 marks (on prorata basis)	M.E./M. Tech or equivalent degree	=	05 marks (on prorata basis)
Diploma with 5 years Employment Experience	=	20 marks (on prorata basis)												
B.E./B.Tech (after Diploma) or equivalent degree	=	05 marks(on prorata basis)												
B.E./B.Tech (Direct) or equivalent degree	=	25 marks (on prorata basis)												
M.E./M. Tech or equivalent degree	=	05 marks (on prorata basis)												
7.	Head Draftsman (Civil)	<p>i. Screening /written Test = 40 marks (Paper of 100 marks with 40% weightage)</p> <p>ii. Academic Qualification: 30 marks</p> <table border="1" data-bbox="880 715 1928 807"> <tbody> <tr> <td>2 years Diploma in Draftsman course</td> <td>=</td> <td>25 marks (on prorata basis)</td> </tr> <tr> <td>Three year Diploma in Civil Engg.</td> <td>=</td> <td>05 marks(on prorata basis)</td> </tr> </tbody> </table> <p>iii. Employment Experience: 10 marks (2 marks for each year over & above essential qualification)</p> <p>iv. Interview : 20 marks</p> <p style="text-align: center;">Total : 100 marks (Screening/written test + Academic qualification + Employment Experience + interview)</p>	2 years Diploma in Draftsman course	=	25 marks (on prorata basis)	Three year Diploma in Civil Engg.	=	05 marks(on prorata basis)						
2 years Diploma in Draftsman course	=	25 marks (on prorata basis)												
Three year Diploma in Civil Engg.	=	05 marks(on prorata basis)												
8.	Draftsman (Civil)	<p>i) Screening /written Test = 40 marks (Paper of 100 marks with 40% weightage)</p> <p>ii) Academic Qualification: 30 marks</p> <table border="1" data-bbox="880 1086 1921 1161"> <tbody> <tr> <td>2 years Diploma in Draftsman course</td> <td>=</td> <td>25 marks (on prorata basis)</td> </tr> <tr> <td>Three year Diploma in Civil Engg.</td> <td>=</td> <td>05 marks(on prorata basis)</td> </tr> </tbody> </table> <p>iii). Employment Experience: 10 marks (2 marks for each year)</p> <p>iv). Interview : 20 marks</p> <p style="text-align: center;">Total : 100 marks (Screening/written test + Academic qualification + Employment Experience + interview)</p>	2 years Diploma in Draftsman course	=	25 marks (on prorata basis)	Three year Diploma in Civil Engg.	=	05 marks(on prorata basis)						
2 years Diploma in Draftsman course	=	25 marks (on prorata basis)												
Three year Diploma in Civil Engg.	=	05 marks(on prorata basis)												

8/2/11

9.	Stenographer	<p>i). Shorthand test = 20 marks (on prorata basis)</p> <p>ii). Type Test = 10 marks (on prorata basis)</p> <p>iii). Academic Qualification:- 25 marks</p> <table border="1" data-bbox="862 331 1720 406"> <tr> <td>Graduation</td> <td>=</td> <td>20 marks (on prorata basis)</td> </tr> <tr> <td>Post Graduate</td> <td>=</td> <td>05 marks (on prorata basis)</td> </tr> </table> <p>iv). Screening/Written Test =25 marks (written paper of 100 marks with 25% weightage)</p> <p>v). Interview = 20 marks</p> <p>Total = 100 marks (Screening/written test + Academic qualification + Shorthand Test + type test + interview)</p>	Graduation	=	20 marks (on prorata basis)	Post Graduate	=	05 marks (on prorata basis)			
Graduation	=	20 marks (on prorata basis)									
Post Graduate	=	05 marks (on prorata basis)									
10.	Assistant - Cum - Typist / Dispatch / Receipt / Stationery / Store Clerk & equivalent	<p>i). Type test = 30 marks (on prorata basis)</p> <p>ii). Screening/written Test = 25 marks (Written paper of 100 marks with 25% weightage)</p> <p>iii). Academic Qualification:- 25 marks</p> <table border="1" data-bbox="840 750 1720 821"> <tr> <td>Graduation</td> <td>=</td> <td>20 marks (on prorata basis)</td> </tr> <tr> <td>Post Graduate</td> <td>=</td> <td>05 marks (on prorata basis)</td> </tr> </table> <p>iv). Interview = 20 marks</p> <p>Total = 100 marks (Screening/written test + Academic qualification + type test + interview)</p>	Graduation	=	20 marks (on prorata basis)	Post Graduate	=	05 marks (on prorata basis)			
Graduation	=	20 marks (on prorata basis)									
Post Graduate	=	05 marks (on prorata basis)									
11.	Accounts Assistant/Cashier	<p>i). Screening/written Test = 40 marks (written paper of 100 marks with 40% weightage)</p> <p>ii). Academic Qualification= 35 Marks</p> <table border="1" data-bbox="828 1029 1803 1181"> <tr> <td>Graduation</td> <td>=</td> <td>25 marks (on prorata basis)</td> </tr> <tr> <td>Post-Graduation</td> <td>=</td> <td>05 marks (on prorata basis)</td> </tr> <tr> <td>Computer knowledge (six month certificate course)</td> <td>=</td> <td>05 marks (on prorata basis)</td> </tr> </table> <p>iii). Employment experience: 05 marks (01 marks per year)</p> <p>iv). Interview = 20 marks</p> <p>Total = 100 marks (Screening/Written test + Academic qualification + Employment Experience + interview)</p>	Graduation	=	25 marks (on prorata basis)	Post-Graduation	=	05 marks (on prorata basis)	Computer knowledge (six month certificate course)	=	05 marks (on prorata basis)
Graduation	=	25 marks (on prorata basis)									
Post-Graduation	=	05 marks (on prorata basis)									
Computer knowledge (six month certificate course)	=	05 marks (on prorata basis)									

12.	Computer Assistant	<p>i). Screening Test = 40 marks (written paper of 100 marks with 40% weightage)</p> <p>ii). Academic Qualification= 30 Marks</p> <table border="1" data-bbox="952 259 1892 365"> <tbody> <tr> <td>Graduation</td> <td>=</td> <td>25 marks (on prorata basis)</td> </tr> <tr> <td>Master's degree in Computer Science or equivalent degree</td> <td>=</td> <td>05 marks (on prorata basis)</td> </tr> </tbody> </table> <p>iii) Employment Experience: 10 marks (2 marks per year)</p> <p>iv) Interview = 20 marks</p> <p>Total = 100 marks (Screening/Written test + Academic qualification + Employment Experience + interview)</p>	Graduation	=	25 marks (on prorata basis)	Master's degree in Computer Science or equivalent degree	=	05 marks (on prorata basis)						
Graduation	=	25 marks (on prorata basis)												
Master's degree in Computer Science or equivalent degree	=	05 marks (on prorata basis)												
13.	Library Assistant	<p>i). Screening/written Test = 40 marks (written paper of 100 marks with 40% weightage)</p> <p>ii). Academic Qualification= 35 Marks</p> <table border="1" data-bbox="929 617 1904 771"> <tbody> <tr> <td>B. Lib.</td> <td>=</td> <td>25 marks (on prorata basis)</td> </tr> <tr> <td>M. Lib.</td> <td>=</td> <td>05 marks (on prorata basis)</td> </tr> <tr> <td>Computer knowledge (six month certificate course)</td> <td>=</td> <td>05 marks (on prorata basis)</td> </tr> </tbody> </table> <p>iii). Employment Experience : 05 marks (1 mark per year)</p> <p>iv). Interview = 20 marks</p> <p>Total = 100 (Screening/Written test + Academic qualification + Employment Experience + interview)</p>	B. Lib.	=	25 marks (on prorata basis)	M. Lib.	=	05 marks (on prorata basis)	Computer knowledge (six month certificate course)	=	05 marks (on prorata basis)			
B. Lib.	=	25 marks (on prorata basis)												
M. Lib.	=	05 marks (on prorata basis)												
Computer knowledge (six month certificate course)	=	05 marks (on prorata basis)												
14.	Field-Cum-Laboratory Assistant (Apprentice)	<p>i) Written/screening Test = 40 marks (Written paper of 100 marks with 40% weightage)</p> <p>ii) Academic Qualification = 35 Marks</p> <table border="1" data-bbox="929 1006 1892 1274"> <tbody> <tr> <td>10+2</td> <td>=</td> <td>20 marks (on prorata basis)</td> </tr> <tr> <td>1 year training from a recognized Institute of Agriculture / Horticulture & allied fields</td> <td>=</td> <td>05 marks (on prorata basis)</td> </tr> <tr> <td>Graduate in Science/Agriculture & allied fields</td> <td>=</td> <td>05 marks (on prorata basis)</td> </tr> <tr> <td>Post Graduate in Science/Agriculture & allied fields</td> <td>=</td> <td>05 marks (on prorata basis)</td> </tr> </tbody> </table> <p>iii). Employment Experience : 05 marks (1 marks per year)</p> <p>iv). Interview = 20 marks</p> <p>Total = 100 marks (Written/screening test + Academic qualification + Employment Experience + interview)</p>	10+2	=	20 marks (on prorata basis)	1 year training from a recognized Institute of Agriculture / Horticulture & allied fields	=	05 marks (on prorata basis)	Graduate in Science/Agriculture & allied fields	=	05 marks (on prorata basis)	Post Graduate in Science/Agriculture & allied fields	=	05 marks (on prorata basis)
10+2	=	20 marks (on prorata basis)												
1 year training from a recognized Institute of Agriculture / Horticulture & allied fields	=	05 marks (on prorata basis)												
Graduate in Science/Agriculture & allied fields	=	05 marks (on prorata basis)												
Post Graduate in Science/Agriculture & allied fields	=	05 marks (on prorata basis)												

15. **Livestock Assistant (Apprentice)**

i) **Written/Screening Test** = 40 marks (written paper of 100 marks with 40% weightage)

ii) **Academic Qualification** = 35 Marks

10+2	=	20 marks (on prorata basis)
01 year training from a recognized Vety /Animal Husbandry institute	=	05 marks (on prorata basis)
Graduate in Science/Agriculture & allied fields	=	05 marks (on prorata basis)
Post Graduate in Science/ Agriculture & allied fields	=	05 marks (on prorata basis)

iii). **Employment Experience** : 05 marks (1 marks per year)

iv). **Interview** = 20 marks

Total = 100 marks (Written/Screening test + Academic qualification + Employment Experience + interview)

16. **Driver**

i. **Written/Screening Test** = 35 marks (Written test of 100 marks with 20% weightage)

ii. **Academic Qualification** = 15 marks

Matric	=	10 marks (on prorata basis)
10+2	=	05 marks (on prorata basis)

iii). **Employment Experience** : 05 marks (1 marks per year)

iv). **Driving Test** = 25 marks

v). **Interview** = 20 marks

Total =100 marks (Written/screening test + Academic qualification + Employment Experience + driving test + interview)

17. **Mechanic**

i. **Written/Screening Test**= 40 marks (Written test of 100 marks with 40% weightage)

ii. **Academic Qualification:** 20 marks

Middle	=	05 marks (on prorata basis)
Matric	=	05 marks (on prorata basis)
ITI	=	10 marks (on prorata basis)

iii) **Employment Experience** : 20 marks (5 marks per year over & above the prescribed Employment Experience)

iv). **Interview** = 20 marks

Total = 100 marks (Screening/written test + Academic qualification + Employment Experience + interview)

18 Electrician

i. **Written/Screening Test** = 40 marks (Written test of 100 marks with 40% weightage)

ii. **Academic Qualification:** 20 marks

Matric	=	10 marks (on prorata basis)
ITI	=	10 marks (on prorata basis)

iii. **Employment Experience** : 20 marks (02 marks per year over & above the prescribed Employment Experience)

iv. **Interview** = 20 marks

Total = 100 marks (Screening/written test + Academic qualification + Employment Experience + interview)

19. Work Supervisor (Civil)

i) **Screening/Written test** : 40 marks (Written paper of 100 marks with 40% weightage)

ii) **Academic Qualification:** 30 marks

Matric	=	10 marks (on prorata basis)
10+2	=	05 marks (on prorata basis)
ITI	=	05 marks (on prorata basis)
Diploma in Civil Engg.	=	10 marks (on prorata basis)

iii) **Employment Experience** : 10 marks (02 marks for each year over & above prescribed Employment Experience)

iv) **Interview** : 20 marks

Total : 100 marks (Screening/ Written + Academic qualification + Employment Experience + interview)

i) **Screening/Written test:** 40 marks (Written paper of 100 marks with 40% weightage)

ii) **Academic Qualification:** 20 marks

Matric	=	10 marks (on prorata basis)
10+2	=	10 marks (on prorata basis)

iii) **Employment Experience** : 20 marks (02 marks for each year)

iv) **Interview** : 20 marks

Total : 100 marks (Screening/Written test + Academic qualification + Employment Experience + interview)

20. **Class VI Employees** viz. Peon, Orderly, Messenger, runner, Duplicator, Operator, Chowkidar, Attendant, Library Laboratory Attendant, Animal attendant, Attendant, OCC, Animal attendant, Mali, cleaner, Cook, Hostel attendant, Gardener, Security Guard etc covered under General Administration and Accounts and Auxiliary Accounts and equivalent Miscellaneous cadres and equivalent of SKOAST Statutes

21 **Asstt. Manager (Guest House)**

i) **Screening/Written Test:** 40 marks (Written paper of 100 marks with 40% weightage)

ii) **Academic Qualification:** 30 marks

Grad. + Diploma

Or

BHM

10 marks for Graduation + 10 marks for
DHM (on prorata basis)

or

For holding Graduation degree in Hotel
Management 20 marks (on prorata basis)

Master's degree in concerned
subject =

10 marks (on prorata basis)

iii) **Employment Experience :** 10 marks (2 marks for each year over & above prescribed Employment Experience)

iv) **Interview** = 20 marks

Total = 100 marks (written/Screening test + Academic qualification + Employment Experience + interview)

22 **Programme Assistant at KVK's (different subjects)**

i) **Written/ screening test=40 marks**(Written paper of 100 marks with 40% weightage)

ii). **Academic Qualification:** 40 marks

Graduation in the concerned subject

= 15 marks (on prorata basis)

Master's degree in the concerned subject

= 20 marks (on prorata basis)

Ph.D. in the concerned subject

= 5 marks (on prorata basis)

iii) **Interview:** 20 marks

Total: 100 marks (Written/screening test +Academic qualification + interview)