

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

University Order No.: **38** (Est.) of 2025

Dated: **26** -06-2025

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- Whereas, following six candidates were selected as Apprentice Accounts Assistants/ Cashiers vide University Order No. 161 (Secy.) of 2024 dated 28-03-2024 and after their joining in Registry they were directed to report to Comptroller, SKUAST Jammu for further duties.

S. No.	Name of the candidate with Parentage
1.	Humaira Jan, D/o Ghulam Nabi Rather
2.	Jattinder Singh, S/o Late Kuldeep Singh
3.	Sarabjeet Singh, S/o S. Amarjeet Singh
4.	Sunil Singh Chib, S/o Dil Raj Singh
5.	Narinder Singh, S/o Sh. Amar Singh
6.	Sana Hassan, D/o Choudhary Allah Rakha

- Whereas, as per SKUAST Statutes, Apprentice Accounts Assistants/ Cashiers have to undergo a training course for a period of one year (comprising theoretical training for six months and practical training for six months).
- Whereas, they were deputed for undergoing one year Accounts Clerk Course Training (Six months theoretical at Northern Zonal Accountancy Training Institute (NZATI) Jammu and Six months Practical at different constituent units of SKUAST Jammu) vide University Memorandum No. AUJ/Est./G-720/2024-25/1695-1722 dated 06-05-2024.
- Whereas, Chief Accounts Officer (Adm) Northern Zonal Accountancy Training Institute Jammu vide letter No. A/Zonal/J/2024-25/7458071/1151-52 dated 05-11-2024, relieved the above Apprentice Accounts Assistants after completion of six months theoretical training at NZATI Jammu and directed them to report to SKUAST-Jammu.
- Whereas, Comptroller, SKUAST Jammu certified the successful completion of six months practical training of all the six Apprentice Accounts Assistants vide No. AUJ/ Compt./ 2025-26/940 dated 19-06-2025.

In view of above and as approved by the Competent Authority, the Apprentice Accounts Assistants/ Cashiers after completion of one year of ACC training (Six months Theoretical and Six months Practical) are hereby appointed as Accounts Assistants/

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Cashiers in the Pay Level of L-5 (29200-92300) from the dates shown against each as under:

S. No.	Name of the Accounts Assistant	Date of Joining	Date of completion of one year of ACC Training	Date of Appointment as Accounts Assistant/ Cashier in the Pay Level-5 (29200-92300)
1.	Humaira Jan	02-04-2024 (FN)	01-04-2025	02-04-2025
2.	Jattinder Singh	01-04-2024(AN)	01-04-2025	02-04-2025
3.	Sarabjeet Singh	03-04-2024(FN)	02-04-2025	03-04-2025
4.	Sunil Singh Chib	01-04-2024(AN)	01-04-2025	02-04-2025
5.	Narinder Singh	01-04-2024(AN)	01-04-2025	02-04-2025
6.	Sana Hassan	01-04-2024(AN)	01-04-2025	02-04-2025

The above Accounts Assistants/ Cashiers are placed under probation for a period of two years from the date of their appointment as Accounts Assistants/ Cashiers and during which, they have to qualify the ACC examination failing which their increments shall be stopped till they pass the requisite examination.

*The inter-se-seniority of these Accounts Assistants shall be reckoned as per their selection order issued vide University Order No. 161(Secy.) of 2024 dated 28-03-2024.*

**Sd/-**  
**Registrar**

No: AUJ/Est./G-720/2025-26/2386-2418  
Dated:- 26-06-2025

Copy for information to:

- All Officers of SKUAST of Jammu \_\_\_\_\_
- Controller of Examinations, SKUAST of Jammu.
- I/c Data Centre with the request to upload the same on the University website.
- CP&AO
- All Assistant Comptrollers/ Accounts Officers
- SVC for kind information of Hon'ble Vice-Chancellor.
- Concerned \_\_\_\_\_

(Suman Ranj) 26/6/2025  
**Asstt. Registrar (Est.)**