

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

University Order No: 44 (Secy.) of 2025

Dated: 10.07.2025

Sub: Appointment of Data Entry Operators.

- Refs** :
- i) Advertisement No. 09 (Secy.) of 2023 dated 19.07.2023.
 - ii) Issuance of Selection list vide University Order No. 21 (Secy.) of 2025 dated 19.05.2025.
 - iii) CID verifications received from Special DG CID J&K.

As recommended by the Documents Verification-cum-Selection Committee and approved by the Vice Chancellor, sanction is hereby accorded to the temporary appointment of the following candidates (in respect of whom satisfactory CID reports have been received from the concerned agency), as **Data Entry Operators** in the Pay Level 2 ₹19900-63200 plus allowances as admissible in SKUAST-Jammu, as per the details under:

S. No.	Name of the candidate with Parentage and address	Category	CID Verification Form No.
1.	Mr. Shubham Sharma S/o Sh. Amar Nath R/o, Kashmiri Basti, Krishna Nagar, Opp. Brij Nagar, Miran Sahib, R.S. Pura, Jammu, Jammu and Kashmir - 181101	OM	129672
2.	Ms. Uzma Kouser D/o Sh. Mohd Qasim R/o 140 Bagh, Pratti, River, Dodasan Bala, Tehsil: Thanamandi, District: Rajouri, Jammu and Kashmir - 185212	ST	129681
3.	Mr. Zaheer Ul Islam S/o Sh. Fateh Mohd R/o 77 Kaller, Dodasan Bala, Tehsil: Thanamandi, District: Rajouri, Jammu and Kashmir - 185212	ST	129680
4.	Mr. Mohd Ayoub S/o Sh. Ghulam Hussain R/o Kalaban, Tehsil: Mandhar, District: Poonch, Jammu and Kashmir - 185111	ST	129662

The appointment of the aforesaid candidates shall be governed by the following terms and conditions to the extent that:

- (i) The appointee(s) shall submit their joining report physically in the Office of Registrar, SKUAST-Jammu within a period of 21 days from issuance of this appointment order, failing which the appointment shall be cancelled **ab-initio** without any further notice.

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- (ii) The appointee(s) shall be allowed to join only on production of the following certificates in Original:
- Academic Qualification Certificates.*
 - Matriculation/ Date of Birth Certificate.*
 - the appointee(s) are required to submit Medical Fitness Certificate issued by the Chief Medical Officer;*
 - Domicile Certificate issued by the Competent Authority.*
 - That if the candidate has taken any loan for self-employment from DIC/Employment Department, to be ascertained from the District Industries Center (DIC) and District Employment and Counseling Center of the domicile District, he/she shall relinquish the proprietorship of unit/enterprise and also stakes, if any, in such self-employment unit/enterprise before joining the University Services. He/She shall be required to repay the entire loan liability in suitable EMIs to be worked out by the DDO concerned from his/her salary. The DDO concerned shall obtain an affidavit from the concerned appointee regarding both relinquishment of proprietorship and stakes, if any, in such a self-employment unit/enterprise and recovery to be made and also personally monitor its recovery.*
 - Relevant category certificate(s), (in case of candidates belonging to reserved categories).*
 - Any other certificates/ documents as required under rules/ norms.*
- (iii) The appointee(s) shall give an undertaking duly attested by the First Class Judicial Magistrate in the shape of an affidavit to the effect that:-
- if on verification from the concerned issuing authorities, the qualification certificate(s)/ reserved category certificate/ Any other certificate (wherever applicable) submitted by candidates is/are found forged, false or fake, his/her appointment shall be canceled ab-initio at the risk and responsibility of the concerned;*
 - The salary of the appointee(s) shall not be drawn and disbursed to him/her unless and until the satisfactory report/genuineness of the certificates in respect of condition (iii) a) is received.*
 - The appointee(s) has no criminal records and also is not facing any criminal proceedings in any court of law.*
 - The appointee(s) shall be liable for action as warranted under rules for violating any of the laid down conditions as indicated in the appointment order.*
- (iv) The appointee(s) shall be on probation for a period of two years from the date of joining on the post.
- (v) During the period of probation, the appointment(s) can be terminated by



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the University at any time without issuing any notice or assigning any reason thereof.

- (vi) The appointee(s) can be posted in any constituent unit of SKUAST-Jammu as and when required.
- (vii) The inter-se-seniority of the appointee(s) shall be drawn in accordance with the merit secured by the appointee(s) in the selection list notified by University vide no. 21 (Secy.) of 2025 dated 19.05.2025.
- (viii) The appointment of the candidate shall be governed under "New Pension Scheme" in vogue and amended from time to time.
- (ix) The service conditions of the appointee(s) shall be governed in accordance with the SKUAST Statutes and rules of the University as are in force with amendments or as may come into force from time to time, together read with provisions of J&K CSRs, wherever applicable;
- (x) If any declaration given or information furnished by the appointee(s), proves to be false or is found to have willfully suppressed any material information, he/she shall be liable for removal from service and such other action as may be deemed necessary.

The aforesaid candidates shall join in the office of Registrar and shall be deputed for the duties thereafter.

By Order

**Sd/-
Registrar**

No: AUJ/Secy./25-26/SLF-21/593-632

Dated: 10.07.2025

Cc:-

- All Officers of the University for information and n/a please.
- All Deans of Faculties for information.
- All Joint Registrars of SKUAST-Jammu.
- All Deputy Registrars/Deputy Comptrollers of SKUAST-Jammu
- All Assistant Registrars/Assistant Comptrollers.
- SVC for kind information of Hon'ble Vice Chancellor.
- All Concerned _____ for compliance.
- University Website (www.skuast.org).

(Devinder Sharma)
Dy. Registrar (Secy.)

10/7/2025