

J&K Institute of Management, Public Administration & Rural Dev.
Main Campus, M.A. Road, Srinagar/Regional Centre: Near ASCOMS, Sidhra Jammu

Advertisement Notice No. 02 of 2017

Dated: 20-04-2017

Applications in the prescribed format, Annexure (A), are invited from the permanent residents of Jammu and Kashmir for the posts particulars of which are given as below:

Post and Grade	No. of Posts	Break up of posts category-wise	Eligibility Criteria
Junior Assistant	03	Open	1. Having passed Graduation from any recognized University. 2. Six months certificate course in Computer applications with a speed of 35 words per minute.

1. The number of posts may increase or decrease, depending on vacancy position at the time of final selection
2. Age on 01/01/2017:
 - a. General Category = 40 (Years)
 - b. Reserved Category = 43 (Years)
 - c. Physically Challenged = 42 (Years)
 - d. Candidates already in Govt. Services/Ex. Service Men = 40/48 (Years)
3. The applications duly filled in by the candidate(s) in his/her own handwriting accompanied by one self attested passport size photograph along with self attested copies of the following testimonials:
 - a. Date of Birth
 - b. Permanent Resident Certificate of J&K State.
 - c. Academic qualification Certificates
 - d. Character Certificate
 - e. Technical Qualification Certificate.
 - f. Reservation Certificate, if any
4. A demand draft of Rs. 300/ in the name of Financial Advisor/CAO, J&K IMPARD drawn on any branch of the J&K Bank and payable at Srinagar/Jammu shall be personally delivered by the candidate(s) in the Office of the Deputy Director, IMPARD Kashmir by or before the due date during scheduled office hours
5. The last date of receipt of application shall be 10 days from the date of publication of the Notification.
6. Preference shall be given to the candidates having working experience in any Government Department.

Important Instructions:

- I. Application not accompanied by required testimonials shall not be entertained.
- II. Any incorrect information furnished by the candidates shall lead to rejection of his/her candidature at any stage without any notice.
- III. The eligible candidates shall have to appear in written test/interview as prescribed by the Selection Committee on the date(s) to be notified separately.
- IV. No. TA/DA shall be paid for the test/interview.
- V. In-service candidates must forward their applications through proper channel.
- VI. Qualification acquired after the last date of submission of the applications shall not be taken into consideration.


Deputy Director
IMPARD, Srinagar.

No: IMPA/Admn/2016-17 / 3999-4802.

Dated: 20-4-2017.

Copy to:

1. Joint Director, Directorate of Information & Public Relations, Srinagar with the request that the aforementioned advertisement may kindly be got published in Greater Kashmir, Rising Kashmir & Daily Aftab preferably on 21st of April, 2017.
2. FA/CAO, J&K IMPA&RD for information.
3. P.S to ~~VCA~~ DG for kind information of ~~Vice-Chairman~~ & Director General, J&K IMPA&RD.
4. PA to Joint Director for kind information of Joint Director, J&K IMPA&RD.

FORM OF APPLICATION

1. Advertisement Notice No. with date _____
2. Name of the post: _____
3. Name of the candidate: _____
(in block letters) _____
(Space for photograph)
4. Father's / Husband's Name _____
5. Permanent Address _____
Village Tehsil: _____
District _____
Pin code _____
6. Present Postal Address : _____
7. Cell Phone No. (If any) : _____
8. Date of Birth as per middle/
Matriculation certificate : _____
9. Reserved Category (if any)
to which the candidate belongs : _____

10. Details of Academic Qualification:-

S.No.	Examination	Board	Year of passing

11. Details of documents attached: _____

12. Bank draft No. _____ dated. _____

Declaration:-

I hereby declare that the entries in this application are true and correct to the best of my knowledge and belief. I understand that any deliberate misrepresentation of facts and /or concealment of information shall result in the cancellation of my candidature.

Signature of the Candidate