



UNION TERRITORY OF JAMMU & KASHMIR
GOVERNMENT MEDICAL COLLEGE & ASSOCIATED HOSPITALS, KATHUA
Phone No.:- 01922-295586 Email: Kathuagmc1@gmail.com

Subject: Advertisement notice for Non-Gazetted post under S.O. 364 dated 27/11/2020 in Govt. Medical College, Kathua.

ADVERTISEMENT NOTICE No: 20 of GMCK of 2023

Dated: 08.08.2023

Applications are invited in prescribed format annexed at **Annexure 'A'** from the Jammu Division, UT of J&K for engagement on "**Academic Arrangements Basis**" in terms of S.O. 364 dated 27.11.2020, initially for a period of one year extendable upto six years (subject to good performance and conduct) or till the selection/promotion is made on regular basis in accordance with the relevant Recruitment Rules, governing the respective posts, by the JKSSB/competent authority whichever is earlier:-

S. No	Category of Post	Vacancy	Eligibility	Selection Criteria
1.	Coding Clerk-cum-Computer Operator	45	Graduation from any recognized Institute and six months certificate/diploma/ degree course in computer application.	Selection will be done on the basis of marks obtained in the Screening Test. Note: In case of tie in merit the preference will be given to candidate older in age.

Application Fee: Rs. 200/- (Online Mode Only) (Non-Refundable)

Account Number: 1230010200000033 **IFSC CODE:** JAKA0OLDBUS

Account Name: GMC RECRUITMENT ACCOUNT

Note: Printout of Transaction Receipt must be enclosed with the application form.

Maximum age of the candidate as on cutoff date of submission of application form is 63 years. **The candidates who are interested in applying for the above said posts at GMC Kathua can fill the application attached with advertisement and must submit the application form in person in the office of the Principal, GMC Kathua.** If the last date is a holiday the next working day will be counted as a last date for receipt of application. No application form through mail or by post shall be entertained. The receiving of application form by hand only is done to ensure complete scrutiny of documents at initial level itself (However, if the committee found any deficiency at later stage the candidature of the candidate shall be cancelled without any further notice. Candidates are advised to fill their



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application form diligently and enclose the requisite documents carefully). Syllabus for the screening test will be uploaded on the website of Govt. Medical College, Kathua.

The documents that need to be attached with the application form are as under:-

- a) Date of Birth Certificate.
- b) Marksheet of 10th, 10+2 & Graduation/Master Degree (Marksheets of all semesters).
- c) CGPA to percentage calculation document must be attached, if the final marks are in grades.
- d) Six months certificate course or diploma or degree in computer application from any recognized Institute.
- e) Any additional higher qualification certificate.
- f) Experience certificate wherever required or if any.
- g) Domicile Certificate.
- h) Category Certificate (If any).
- i) Any other relevant certificate. Also, no certificate shall be entertained after last date of submission of form. The candidate must possess all qualifications at the time of applying for the post before the cut off date of submission of application form.

Also, in case the number of application forms received are more than 200, the selection committee may decide to first calculate the basic merit of the candidate as per the criteria mentioned below:-

1. *Graduation/Masters Degree = 90 points
2. 12th Marks = 05 points
3. 10th Marks = 05 points

*(the pro-rata on point (1) shall be done on the degree of candidate with higher marks).

Once the basic merit is calculated, the candidates shall be called for Screening Test in the ratio of 1:10 as per the basic merit criteria mentioned above.

Moreover, the candidate must furnish the affidavit duly attested by the 1st Class Magistrate clearly mentioning the following points:-

1. That I have understood all the terms and conditions of the advertisement.
2. That I have no objection in case the screening test is conducted based upon my merit on pro-rata basis.
3. That all the documents attached by me are correct and authentic.
4. That I am the domicile of UT of J&K.



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Any application form found deficient in any respect shall be rejected without any further notice. All further information regarding this recruitment shall only be notified through the official website of GMC Kathua. Candidates are advised to check the website regularly for updates.

The vacancies have been advertised as per the posts which are falling vacant or likely to fall vacant. However, the Department may withdraw/ alter number of vacancies at any point of time till the completion of selection process without any further notice.

In case of any dispute, the decision of Chairperson of the selection committee shall be final. The candidate appearing for screening test shall not be entitled to any TA/DA.

The last date of submission of application form is 26.08.2023 .


(Dr. Surinder K. Atri)

Principal,
Govt. Medical College, Kathua.

No.:- GMCK/Advt-G/2023-24/ 20

Dated: 08.08.2023

Copy to the:-

1. Secretary to the Govt., Health & Medical Education Department, Civil Secretariat, Jammu/Srinagar for kind information please.
2. Director (Coordination) New GMCs, Jammu, UT of J&K for favour of information.
3. Chief Accounts Officer, Govt. Medical College, Kathua for information.
4. Incharge website, Govt. Medical College Kathua for information and necessary action.
5. Office file.



सत्यमेव जयते



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Annexure 'A'

APPLICATION FORM

Post Applied for: _____

Advt. No : _____ Dated : _____

Name of the Candidate : _____

Parentage: _____ Date of Birth : _____

Permanent Address: _____

Contact No: _____ Email Id : _____

Paste
Your
Photo
Here

Academic Qualification					
Examination	Year of Passing	Maximum Marks	Obtained Marks	Percentage of Marks	Board / Institute / University
10 th					
12 th					
Graduation					
Post Graduation					
Technical/ Professional Qualification					
Degree/Diploma/Certificate	Year of Passing	Maximum Marks	Obtained Marks	Percentage of Marks	Board / Institute / University
Computer Application					

Documents Attached :

- (a) _____ (b) _____ (c) _____
 (d) _____ (e) _____ (f) _____
 (g) _____ (h) _____ (i) _____

Candidate Signature with Date



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DECLARATION

(To be filled by Candidate)

I _____ S/o, _____ W/o
 _____ R/o _____ Tehsil
 _____ Distt _____ do hereby affirm and declare that the entries made here in above are true and correct to the best of my knowledge and belief and nothing has been concealed therein. I have never been debarred from appearing in any examination/interview. I have never been arrested / prosecuted or involved in any criminal case registered by the police or convicted by the criminal court. I also undertake that if any of the information noted above at any stage is found fake or false, I shall be liable for the action as warranted under rules, including disqualification/termination and criminal procedures.

Date of Submission:- _____

Signature of candidate

RECEIPT

(To be filled by Official)

Received Application Form No:- _____ from Mr/Ms/Mrs _____

S/o, D/o, W/o _____ R/o _____

Tehsil _____ District _____ for the post mentioned at

S. No. _____ today on _____.

Remarks (If any):-

Signature of the Receiving Official with Date