



JAMMU AND KASHMIR PUBLIC SERVICE COMMISSION

RESHAM GHAR COLONY, BAKSHI NAGAR, JAMMU - 180001

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Subject: Filling up of the posts of Librarian, in Government Degree Colleges of Jammu and Kashmir in Higher Education Department.

Reference: Higher Education No. HED-GAZ/85/2022-04 Dated 13.04.2022.

Notification No: 07 - PSC (DR-P) OF 2023 Dated: 01-03-2023

Applications, through online mode, are invited from the applicants who are domiciled in the Union Territory of Jammu & Kashmir, possessing the prescribed academic/professional qualification and age, for the post of Librarian, in Government Degree Colleges in Higher Education Department, in terms of the J&K (Gazetted) College Service Recruitment Rules, 2008, notified vide SRO 423 of 2008, amended vide SRO-124 dated 21.4.2014 and the Jammu and Kashmir Public Service Commission (Business and Procedure) Rules, 2021, as amended up-to-date.

MOST IMPORTANT

- The Application Form together with instructions for filling up the Application Forms will be available at the website of the Commission from **03-03-2023**.
- Candidates are advised to go through the instructions and all the eligibility conditions prescribed for the post before filing the online Application Form. Candidates are advised to update their One Time Registration before filling the application Form.
- Last date for filing of online Application complete in all respects along with the requisite fee (online mode only) is **31-03-2023**.
- The last date for receipt of online applications provided in the notification shall be the cut-off date for determining the eligibility as regards acquisition of Domicile Certificates and educational and professional qualifications.
- The minimum and maximum age will, however, be reckoned with reference to **1st January, 2023**.
- Candidates can edit some of the fields in their online application form from **01.04.2023 to 03-04-2023**.
- Candidates are not required to submit hard copy or any other documents to the Commission.
- Candidates are advised, in their own interest, to submit online applications much before the closing date and not wait till the last date to avoid the possibility of disconnection/inability to pay fee or failure to login to the online application portal on account of heavy load on the website during the closing days.

2. Details of post with category wise breakup is given below

Item No.	Name of the Post	Pay level	OM	RBA	SC	ST	ALC/IB	EWS	PSP	SLC	Total
01	Librarian	Pay Band= 15600-39,100+AGP Rs. 6000	06	02	01	01	01	01	01	-	13

3. Prescribed Qualification

Designation	Qualification
Librarian	<p>a) Good Academic record with knowledge of Computerization of Library, having at least 55% marks {50% , excluding any grace marks, in case of Scheduled Caste/Scheduled Tribe/Differently-abled (Physically and Visually differently abled) Categories/Ph. D degree holders, who have obtained their Master's Degree prior to 19th September 1991} or an equivalent grade in a point scale wherever grading system is followed , at the Master's Degree level Library Science/Information Science/Documentation Science, or an equivalent professional degree from an Indian/Accredited foreign University.</p> <p>b) The candidate must have cleared NET/SLET/SET conducted by the UGC/CSIR/AIU.</p> <p>The candidates who are, or have been awarded a Ph. D degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of Ph. D Degree) Regulations, 2009, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET.</p>

4. Age as on 1st January 2023

The prescribed age (minimum/maximum) for candidates belonging to Open Merit (OM) and Reserved Categories is as below:-

S.No	Category	Age limit	Not born after	Not born before
1	OM	40	01.01.2005	01.01.1983
2	RBA, SC, ST, EWS, ALC, PSC, OSC	43	01.01.2005	01.01.1980
3.	PHC	42	01.01.2005	01.01.1981
4	In service candidate/Government	40	01.01.2005	01.01.1983

Note: One time age relaxation is granted to the over-aged candidates who had earlier applied for these posts and were within the age limit, as per the advertisement notification issued at that time (i.e Notification No. 13-PSC (DR-P) of 2022 dated 25.05.2022) but have in the meantime crossed the upper age limit, if they apply for the posts in pursuance of this Notification.

5. Reservation

- A candidate seeking his/her consideration under a Reserved Category must ensure that he/she possesses a valid requisite Category certificate on the cut-off date.
- The candidature of the candidates will be provisional till the genuineness of the reserved category certificate is verified by the Appointing Authority.
- Candidates may note that in case a claim for reservation is made on the basis of false/fake/fraudulent certificate, he/she shall be debarred from the examination(s) conducted by the J&K Public Service Commission, in addition to any other penal action as may be deemed appropriate.

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6. Domicile

The candidate should be a Domicile of the Union Territory of Jammu & Kashmir. The candidate must possess a valid Domicile Certificate issued by the Competent Authority in the prescribed format. Certificates issued after the last date prescribed for submission of online application form shall not be entertained.

7. Requisite Fee

After successful submission of the online application form, candidate will be required to deposit requisite fee through online mode. The amount of fee to be paid is given below:

General Category	=	Rs.1000.00
Reserved Categories	=	Rs.500.00
PHC	=	Nil

Note:

- i. The application Form submitted without deposition of the fee, which gets substantiated through reflection of the same on the application form, shall be treated as incomplete and candidature shall be deemed to have been rejected without any notice. No representation against such rejection shall be entertained.
- ii. Submission of multiple applications by way of prefixing Mr/Ms or through generation of multiple User ID's or any other mode, followed by either non-payment of fee particulars or fee particulars (TID) of one application (RID) being mentioned against another application with a different RID would lead to rejection of the online application. The applicants who are submitting multiple applications should note that only the applications with higher Registration ID (RID) number shall be entertained by the Commission and fee paid against one RID shall not be adjusted against any other RID number. Besides a strict disciplinary action shall be taken including the cancellation of candidature and debarment for future examinations of J&K PSC will be taken against such applicants.

8. Documents to be uploaded

While filling the online application form the applicants are required to upload the documents as per details given bellow:-

Documents (Mandatory):-

1. Date of birth certificate (Secondary School/Matric Certificate)
2. Domicile Certificate of the UT of J&K.
3. Graduation Degree.
4. PG Degree.
5. NET/SET/SLET/PhD (anyone)

Documents (Mandatory if claiming benefit under that category):-

1. Category Certificate. 01 leaf
2. Disability certificate.
3. In-service certificate signed by HOD

Any other document for which the candidate is claiming weightage as per J&K (Business and Procedure) Rules, 2021:-

2. Ph.D notification
3. JRF/NET/SET/SLET Certificate
4. Experience Certificates, as per format-up to 05 lvs.
5. List of books published as 1st/ 2nd Author as per format.
6. Gold Medal Certificate for overall first position in the prescribed qualification. 01 leaf
7. National/State/Institution Award Certificate.
8. List of Research papers as I/II or corresponding author as per format.
9. Post Doctorate Certificate minimum 1 year.

It may be noted that no further opportunity to upload any document shall be provided hereafter and action under rules including rejection of application/candidature will be taken.

9. Scheme of Selection/Criteria

The selection shall be made in terms of Rule 45 of the J&K Public Service Commission (Business & Procedure) Rules, 2021, as amended up-to-date. For convenience, a part of the rule is reproduced below:-

I.	Written Examination	70 points	
II.	Eligibility tests/Higher qualification		
	(a) SET/SLET	01 point	Maximum 03 points
	(b) NET	02 points	
	(c) JRF	03 points	
	(d) M.Phil	02 points	Maximum 08 points
	(e) Ph.D	05 points	
(f) Post-Doctoral (Minimum One year)	01 point		
III	Special Attributes: Research and Publications		
	(i) Discipline specific Research papers as 1 st , 2 nd or corresponding author published in peer reviewed and UGC/CARE approved journals with ISSN and positive impact factor, @ 0.50 point for each publication. The research papers must have been published not later than the cut-off date for determination of eligibility.	02 points	02 points
	(ii) Publication of a book relevant to the discipline as assessed by the subject matter expert to be relevant to the subject and of a level where it can be accepted as a reference material for the post applied for and as 1 st or 2 nd author of book with ISBN @ 1.00 point per book. The books must have been published with ISBN not later than the cut-off date for determining eligibility.		
IV	Awards		
	National	02 points	Maximum 03 points
	i) An award given by the Government of India or an autonomous organization working under the GoI at National level, for achievement in the subject in which the selection is sought.		
State /Institute	01 point		
	ii) Gold Medal for First Position in prescribed eligibility qualification.		
V	Experience		
	Experience at the level of post applied for or above in a Government/ Government recognized institution as certified by the Head of Institution and in the case of a private institution recognized by the Government on the basis of fulfilment of criterion, provided it is authenticated/ countersigned by the District/ Divisional/ State authority of the concerned Government Department on the basis of verifiable parameters	02 points (04 complete sessions each not less than 6 months)	02 points

	including attendance and drawal of salary through financial institutions for the period claimed. The weightage shall be calculated @ 0.50 point for every academic session having worked at-least for six months subject to a maximum of 02 points.		
VI	Interview/viva-voce		
	Besides checking the domain knowledge and other attributes, the job skills shall be assessed by the expert(s) and member(s).		12 points
	Total:- I-VI		100 points

(iv) Guidelines given below shall be followed while assessing candidate's special attributes etc under this rule:

- i. The weightage available for the Gold Medal is for securing the overall first position in the minimum prescribed qualification recognized by the award of Gold Medal.
- ii. The weightage for original Research material published in the academic journals mentioned hereinabove shall be subject to the following conditions:
 - i) The criteria for journal shall be that it should be specialty journal recognised in the UGC-CARE list.
 - ii) The assessment of the special attributes shall be made by the Expert(s) dependent upon the quality, impact factor and extent of contribution of the candidate as first, second or corresponding author.
 - iii) Posters, case reports, abstracts and popular articles shall not count for weightage.
 - iv) The research articles and books must have been published not later than the cut-off date determined under Rule 19.
 - v) The publications/research articles should be discipline specific and related to the subject of which the interview is being held.
- iii. Credit for books published by the candidate shall be only for such books as are assessed by the expert to be relevant to the subject and of a level where the book can be accepted as a reference material at least at the level of the minimum qualification for the post.
- iv. Wherever the papers/publications etc are based on thesis/dissertation etc for which any benefit has been availed either at eligibility or at higher qualification level, such papers/publications etc shall not be accepted.
- v. Foreign degree shall only be entertained if equivalence certificate issued by Association of Indian Universities (AIU) is submitted by the candidate.
- vi. Post Doc experience at different fellowships/ institutions shall not be clubbed to obtain minimum period of one year i.e. a candidate should have spent at least one year in a single Post Doc Fellowship.
- vii. Post Doc certificate shall be accepted only if it is issued by the Institution awarding the fellowship. No certificate issued by any other authority shall be accepted. The Post Doc certificate should be accompanied with a copy of the duly accepted Thesis/Dissertation pertaining to the Post Doc work and assessment of the same shall be the domain of the Subject Expert.
- viii. Post Doc certificate issued by a Foreign Institution shall only be accepted if the Institution recognition certificate issued by AIU also accompanies the Post Doc Certificate. The recognition certificate should have been issued before the date of interview.
- xi. In the interview, the candidates will be asked questions on matters of general interest and matters related to the post for which the candidate is being interviewed. The object of the interview is to assess the personal suitability of the candidate for a career in public service. The interview test is intended to judge the mental caliber of a candidate. In broad terms, this is really an assessment of not only the intellectual qualities but also social traits and interest of the candidate in current affairs. Some of the qualities to be judged are mental alertness, critical powers of assimilation, clear and logical

exposition, balance of judgement, variety and depth of interest, ability for social cohesion and leadership, intellectual and moral integrity.

(v) Written Examination and shortlisting of candidates for interview.

- i. The written examination specified under Rule 45 shall comprise objective type Multiple Choice Questions (MCQ) with negative marking for in-correct/ wrong answers. The detailed scheme of examination will be published in the notification/ advertisement calling for applications.
- ii. The candidates shall be shortlisted in the ratio of 1:3 (posts : candidates) in each category of reservation on the basis of their score in the written examination.

Provided that the candidate(s) who have secured marks equal to those secured by the last candidate, shall also be called for the Interview over and above the number of candidates short listed for oral test;

Provided further, that in a situation, when a reserved category candidate secures merit equal to or above the cut off merit in open category, such reserved category candidates shall be called for oral test in their respective category.

- iii. Credit/weightage earned on account of academic merit, higher qualification as well as special attributes/research & publications/experience and other criteria will not be taken into consideration for shortlisting.

10. Pattern and syllabus for the Written Examination:

There shall be a written examination consisting of a single paper of 3 hours duration, carrying 120 Multiple Choice Questions, the syllabus for which shall be notified separately.

11. Important instructions regarding filling up of online applications are given herein below:

- a) Candidates are required to apply online through the website of the Commission i.e. <http://www.jkpsc.nic.in>. No other means/ mode of application shall be accepted.
- b) Candidates are first required to go to the JKPSC website www.jkpsc.nic.in and click on the link "**One Time Registration**" or click on Login menu if you have already created your profile with the JK PSC.
- c) After logging into your account, candidates are required to fill all the requisite fields of One Time Registration (OTR) i.e. personal information, contact information & educational qualification, service details etc.
- d) The candidate shall also be required to upload the image of date stamped recent passport size color photograph and signature. The photograph should not be taken earlier than 01.01.2023.
- e) Size of the photograph (passport size) and signature must be between 10kB to 20kB in *.jpeg or *.jpg only.
- f) After successful submission of all the details in your OTR account, check the eligibility conditions as mentioned in the advertisement notification before applying for the post.
- g) On Clicking on the "show examination" a window will appear on your computer screen. Select the month of the advertisement notification for which you want to apply, a link(s) for the post(s) will appear on the computer screen.
- h) An "APPLY" button is shown against the respective post and the candidates will click on the APPLY button against the post he/she is eligible.

- i) On clicking "APPLY" button, an instruction window will appear. Candidates should read instructions carefully before clicking on "APPLY" button at the bottom of the webpage.
- j) On clicking "APPLY" button, the system will display all facts/particulars that a candidate may have mentioned while filling up the necessary fields of his/her OTR account. Candidate shall fill up the remaining required fields in the application form and accept the declaration thereof.
- k) Once the candidate is satisfied *about the correctness* of the filled in details, then, he or she may click on "SUBMIT" button to finally push the data into server with successful submission report.
- l) On successful submission of the basic details, the candidates will be required to pay the online fee and uploading of the documents, for final submission of the online application form.
- m) Candidates can pay the requisite fee through online mode in the "SUBMITTED APPLICATIONS" menu in your account.
- n) After successful payment of the fee, the fee status will get reflected on the Online Application form. Candidates can check the fee status by clicking on the **Print Application Button** in the submitted Applications menu in your JKPSC account. In case the payment status shows either "not submitted or under processing or status has not been reflected on your submitted application form", candidates(s) are advised to contact the JKPSC office at Solina Srinagar/Resham Ghar Colony Jammu immediately for clarification. Further where the online fee is paid through other service providers the candidate must ensure that not only the amount of fee is debited from his/service provider's Account but also credited into the official account of JKPSC.
- o) After successful submission of fee, the candidates will be required to upload requisite documents as specified in the advertisement/application form.
- p) The candidate would be able get the printout of his/her submitted application only after the payment of the requisite fee and uploading of requisite documents.
- q) Please note that the above procedure is the only valid procedure for applying. No other mode of application or incomplete steps would be accepted and such applications would be rejected.

12. Editing of the online application form

Candidates who have successfully submitted the online application form along with requisite fee will be allowed to edit some of the fields in their submitted online application form within three days after the cut-off date i.e. from **01.04.2023 to 03.04.2023**. Detailed instruction in this regard will be made available on the website.

13. Action against candidates found guilty of misconduct

Candidates are advised not to furnish any particulars that are false or suppress any material information.

A candidate who is, or has been, declared by the Commission, to be guilty of:

- i. obtaining by wrongful support his/her candidature by any means; or,
- ii. impersonating; or,
- iii. procuring impersonation by any person; or,
- iv. submitting fabricated documents or documents which have been tampered with; or,
- v. making statements which are incorrect, or false or suppressing material information; or,
- vi. resorting to any other irregular or improper means in connection with his/her candidature for the selection; or,

- vii. using unfair means during the interview; or,
- viii. misbehaving in any other manner in the interview; or,
- ix. harassing or doing bodily harm to the staff employed by the Commission for the conduct of their test; or,
- x. attempting to commit or , as the case may be, abetting the commission of all or any of the acts specified in the foregoing clauses may, in addition to the specified actions given below render the candidate liable to criminal prosecution.


(a) to be disqualified by the Commission from selection for which he/she is a candidate ; and/or,

(b) to be debarred either permanently or for a specified period:-

(i) by the Commission from any selection held by them.

(ii) by the Union Territory Government from any employment under them; and,

(c) if he/she is already in service under Government, disciplinary action can be taken against him/her under the appropriate rules.


01/03/2023
(Bashir Ahmad Dar) JKAS
Secretary
J&K Public Service Commission

No: PSC/DR/HED/LB/2022/05

Dated: 01.03.2023

Copy to the: -

1. Principal Secretary to the Government, Higher Education Department Civil Secretariat, Jammu/Srinagar.
2. Director, Information Department J&K. He is requested to publish the Notification in at least two local dailies of the Union Territory of J&K, for at least three consecutive days.
3. General Manager, Govt. Press, Jammu/Kashmir for publication of Notification in the next issue of Govt. Gazette.
4. Assistant Director (Planning), J&K Public Service Commission.
5. P.S. to Chairman, J&K Public Service Commission for information of the Hon'ble Chairman.
6. P.S. to Member _____, J&K PSC for information of Hon'ble Member.
7. In charge website, J&K Public Service Commission for uploading of the Notification on the website.
8. Notice Board, J&K Public Service Commission, Srinagar/Jammu.
9. Stock file/Main file.