



**Government of Jammu and Kashmir**  
**School Education Department**  
Civil Secretariat, Srinagar/Jammu.

Subject: Appointment of Multitasking Staff (Orderlies) in the School Education Department.

Reference: (i) O.M. No. GAD/MTG0RBIV/267/2022-09-GAD dated 27.10.2022 from Monitoring Section, General Administration Department,  
(ii) Letter No. SSB/Secy/Class-IV/2021/6273-78 dated 18.10.2022 from J&K Services Selection Board.

**Government Order No: 2119-JK (Edu) of 2022**  
**Dated: 29/10/2022**

On the recommendations of the J&K Services Selection Board, Sanction is hereby accorded to the appointment of following candidates as Multitasking Staff (Orderlies) in District cadre **Kathua** in the pay level of SL-1 (14800-47100), with immediate effect:

S. No.	Roll No.	Candidate's Name	Father's Name	Address	DoB	Domicile District	Merit Category
1	191325307355	NEHA VERMA	KARAM CHAND	RO KAGRORE PO KAGRORE BASOHLI	17-07-1999	Kathua	Social Caste
2	191312436572	MANIK	BUA DITTA	Nagrota Gujroo Ward no 3 Salore Kathua	25-09-1993	Kathua	OM
3	191323306689	WASIM AKRAM	ABDUL RAFIQ	Vill. Sahar, P/O Logate, Tehsil Kathua Ward no.1, Sahar Sahar Kathua	03-01-1997	Kathua	OM
4	121147379650	PUNEET KOUR	NARINDER SINGH	house no 168 ward no 6 mohalla radio station poonch Poonch	13-02-2000	Poonch	PSP
5	131172252932	DEEPALI CHOUDHARY	DALJEET KUMAR	Village Dhanaka Post office Chowki Tehsil Nowshera Rajouri	07-02-1996	Rajouri	PSP

The appointees shall report to the office of the Chief Education Officer, **Kathua**, within a period of 21 days from the date of issuance of this order and such candidates who fail to join within the stipulated time, shall forego their right to appointment, and the same shall be deemed to have been cancelled ab-initio without any further notice.

The appointees shall be allowed to join only on production of the following documents/certificates (in original) to be verified subsequently:-

- i. Academic /Qualification Certificate.
- ii. Matriculation/Date of Birth Certificate
- iii. Health certificate from the concerned Chief Medical Officer of the District.
- iv. Domicile Certificate issued by the competent Authority.
- v. Certificates from the District Industries Centre (DIC) and District Employment & Counseling Centre to the effect that no loan under any self employment scheme has been availed by the appointee.
- vi. Valid relevant Category Certificate, if any applicable.

The appointment of the above candidates shall further be subject to the following conditions:

- a. The clearance received from the Criminal Investigation Department, J&K is provisional and it shall be mandatory for the appointee to fill in the verification rolls (V-rolls), as available through the online mode under the Electronic Employment Verification System (EVS). Any false information provided by the appointee, or an adverse finding subsequent to the V-Roll

submitted electronically shall result in cancellation of appointment without any further notice.

- b. Each appointee shall furnish an undertaking in the shape of an Affidavit as per **Annexure-A** to this Order;
- c. The salary of the appointee(s) shall not be drawn and disbursed to them unless satisfactory report in respect of genuineness of qualification/date of Birth/relevant Category Certificate and Final Character & Antecedents Report is received from the concerned Authorities/Agency.
- d. The appointees shall be on probation for a period of two years.
- e. The appointment of the candidate shall be governed by the "New Pension Scheme" as notified vide SRO-400 of 2009 dated 24.12.2009.
- f. The inter-se-Seniority of the appointees in the J&K Secretariat (Subordinate) Service shall be determined as per the J&K Civil Services (Classification, Control and Appeal) Rules, 1956.
- g. The Appointment of the above appointees shall be cancelled ab-initio, if it is found that they possess higher qualification than the prescribed one at any stage and he/she shall also be liable for criminal prosecution under law.
- h. The appointment of the above appointees shall be subject to outcome of writ petition(s), if any, pending before Competent Court of Law.

**By Order of the Government of Jammu and Kashmir.**

**Sd/-**

(Alok Kumar) IRS  
Principal Secretary to the Government  
School Education Department

No: Edu-NGK/287/2021-01-SED

Dated: 29.10.2022

**Copy to the:-**

1. Joint Secretary (J&K), Ministry of Home Affairs, Government of India.
2. Divisional Commissioner Kashmir/Jammu.
3. Director, Archives, Archaeology and Museums, J&K.
4. Director, Information, J&K, With the request to kindly get this order published in two leading News Papers both at Srinagar and Jammu for information of the concerned.
5. Director Finance, General Administration Department.
6. Secretary, J&K Service Selection Board.
7. Director, School Education Jammu/Kashmir.
8. Deputy Commissioner, **Kathua**.
9. Chief Education Officer, **Kathua**.
10. Special Assistant to the Hon'ble Advisor (B).
11. Private Secretary to the Chief Secretary, J&K.
12. Pvt. Secretary to Principal Secretary to Government, SED Department.
13. I/C Website, School Education Department.
14. Concerned candidates for information and compliance.
15. Government Order file/Monday Return.



(Naseer Ahmad Wani)JKAS  
Special Secretary to the Government  
School Education Department



Annexure–A to Government Order No. \_\_\_\_\_ dated: .10.2022

**Affidavit**

I \_\_\_\_\_ S/o, D/o, Shri \_\_\_\_\_

R/o \_\_\_\_\_ Aadhaar No. \_\_\_\_\_ do hereby undertake as under:

1. That, if on verification, my qualification/Date of Birth/Reserved Category Certificates from the concerned issuing authorities is found fake/forged, my appointment as Orderly in the J&K Secretariat (Subordinate) Service shall be deemed to have been cancelled ab-initio.
2. That, I have no criminal records and do not face any criminal proceedings in any Court of Law. If this is found to be incorrect, I shall be liable for removal from the provisional appointment as Multitasking Staff (Orderly) in the J&K Secretariat (Subordinate) Service;
3. That, if at any later stage, it is found that I am in possession of lower/higher than the prescribed qualification, my appointment as Multitasking Staff (Orderly) shall be liable for cancellation;
4. That, in case any statement as at (1) to (3) above is proved to be false, I shall be liable for disciplinary proceedings under law.

Deponent.

Verification:

The averments mentioned herein above are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Deponent.