JAMMU AND KASHMIR PUBLIC SERVICE COMMISSION
Resham Ghar Colony, Bakshi Nagar, Jammu

NOTIFICATION NO. PSC/EXAM/36/2019
DATED: 25.04.2019

Online Applications are invited from the eligible candidates desirous of appearing in the **Revenue Service (Executive) Departmental Examination**. The details of the examinations are given here under:-

Item No.	Name of Departmental Examination
06	**Revenue Service (Executive) Departmental Examination in accordance with the rules and syllabus sanctioned vide SRO 339 dated 07.10.2003 read with J&K Public Service Commission (Conduct of Examinations) Rules, 2005 as amended from time to time.**

The candidates who have already applied in response to Notification No. PSC/Exam/01/2019 dated 02.01.2019 need not to apply again.

I M P O R T A N T

➢ The Commission has developed an online Application Form for the Departmental Examinations. The Application Form together with instructions for filling up the Application Forms will be available at the website of the Commission **www.jkpsc.nic.in** from **27.04.2019**.

➢ Candidates are advised to go through the instructions and all the eligibility conditions prescribed for the examination before filing the online Application Form.

➢ Last date for filing of online Application Form complete in all respects alongwith the requisite fee **(Online mode only)** is **27.05.2019**.

➢ Candidates will also be required to submit in person or by the registered/speed post a hard copy of the downloaded online application form alongwith Fee Receipt and the **Eligibility Certificate** duly recorded by the **Deputy Commissioner of the concerned District** in the Office of the Public Service Commission at Reshamgarh Colony, Bakshi Nagar, Jammu or Solina, Srinagar as the case may be on or before **27.05.2019**.

➢ The Commission will not be responsible for any postal/courier delays after the above prescribed last date.

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a)	Date of commencement for submission of online applications	=	**27.04.2019**
b)	Last date for submission of online applications	=	**27.05.2019**
c)	Date of commencement of the examination	=	**October, 2019**

1.   Examination Fee:

After successful submission of the online application form, candidates have to pay the fee through online mode only in the **"Submitted Applications"** Menu @ Rs.400/- per paper.

2. **Centre of Examination:**

    i. The Examination will be held at J&K PSC Examination Hall, Srinagar and J&K PSC Examination Hall, Jammu.

    ii. The allotment of centres shall be at the sole discretion of the Commission and once a centre is allotted to a candidate, request for change of centre will neither be entertained nor will the Commission respond to request for change of centre.

Note:
    i. The Candidate should carefully mention about **his/her choice for the centre** viz. Jammu/Srinagar and the **Papers** he wants to appear in the examination while filing up the Online Application Form.

3. **The necessary 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 and uploading of documents etc.

d) The candidate shall also be required to upload the images of recent photograph and signature. Photograph image must mention the date in which it is taken.

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) Click on the "show jobs" as shown against the respective post/examination you want to apply.

h) On Clicking on the "show jobs" 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.

i) 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.

j) 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.

k) On clicking "APPLY" button, the system will display all facts/particulars that a candidate have mentioned while filling up the necessary fields of his/her OTR account.

l) Once the candidate is satisfied about the filled in details, then, he or she may click on "SUBMIT" button to finally push the data into server with successful submission report, which he or she can print. In case, a candidate feels that the fields/data filled

are/is wrong then he or she will be required to edit the details by pressing the EDIT button, until he or she is satisfied about the correctness of the information required to be filled in the desired fields.

m) **Note that the Online Application Form once submitted cannot be edited.**

n) On successful submission of the online application, a window will open with a link to print application form.

o) **Candidates have to pay the requisite fee through online mode only in the "SUBMITTED APPLICATIONS" menu in your account.**

p) After successful payment of the fee, the fee status with transaction details will be reflected on the Online Application form. Candidates must 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*", candidate(s) are advised to contact the JKPSC Office at Solina/Resham Ghar Colony Jammu immediately for clarification. Further where the online fee is paid through other service providers the candidate most ensure that not only the amount of fee is debited form his/service provider's Account but also credited into the official account of JKPSC.

IMPORTANT

q) Submission of fee payment shall not be accepted/entertained after cut-off date fixed for the advertisement notification.

r) 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.

4. Action against candidates found guilty of misconduct:-

Candidates are advised that they should not furnish any particulars that are false or suppress any material information. While submitting hard copy of the application in the Commission, candidates are warned that they should, in no case, alter or otherwise temper with any entry in a document or its attested/certified copy submitted by them, nor should they submit a tampered/fabricated document. If there is any inaccuracy or discrepancy between two or more such documents or their attested /certified copies, an explanation regarding this discrepancy should be furnished.

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

i. obtaining by wrongful support of 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 test, or
viii. writing irrelevant matter including obscene language or pornographic matter , in the script(s), or
ix. misbehaving in any other manner in the examination hall, or
x. harassing or doing bodily harm to the staff employed by the Commission for the conduct of their test, or

xi. 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 rendering himself/herself liable to criminal prosecution, shall be liable;

(a) to be debarred by the Commission for appearing in the examination, and/or

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

(i) By the Commission from any examination or selection held by them, and

(ii) By the State Government from any employment under them.

Sd/-
(Vinay Samotra) KAS
Deputy Controller of Examinations,
J&K Public Service Commission

No: PSC/Exam/Rev./2019/II   Dated: 25.04.2019

Copy to the: -

1. Financial Commissioner, Revenue, J&K Jammu.
2. Commissioner/Secretary to Govt., Revenue Department, Civil Secretariat, Jammu.
3. Divisional Commissioner, Jammu/Srinagar.
4. All Deputy Commissioners, J&K State for furnishing Eligibility Certificates.
5. Manager, Government Press, Jammu/Srinagar for publication of the notification in the next issue of Govt. Gazette.
6. Director, Doordarshan Kendra, Jammu/Srinagar/Leh for telecasting the contents of the notification in local news bulletin for three consecutive days.
7. Director, Radio Kashmir, Jammu/Srinagar/Leh for broadcasting the contents of the notification in local news bulletin for three consecutive days.
8. Joint Director, Information, Jammu/Srinagar for favour of sufficient coverage by way of issuance of a press note.
9. I/C Grievance Cell, J&K Public Service Commission, Jammu.
10. P.S. to Hon'ble Chairman, J&K Public Service Commission for information of the Hon'ble Chairman.
11. P.S. to Member, _____   for information of the Hon'ble Member.
12. P.A. to Secretary, J&K Public Service Commission.
13. In charge Computerization, J&K Public Service Commission.
14. In charge Camp Office, Srinagar for pasting the notice on the notice board.
15. Notice Board, J&K Public Service Commission, Jammu.
16. Stock file/Main file.