

**JAMMU & KASHMIR PUBLIC SERVICE COMMISSION**  
**Resham Ghar Colony, Bakshi Nagar, Jammu -180001**

**Subject: Filling up of vacant posts of Medical Officer (Unani) of Indian System of Medicines in Health & Medical Education Department.**

**Ref: Letter No HME/HRM/87/2015 dated: 06.02.2018 from Health & Medical Education Department.**

**Notification No : 04 -PSC (DR-P) OF 2018**  
**Dated: 13-03-2018**

Applications through online mode are invited from the permanent residents of Jammu & Kashmir State possessing the prescribed academic/professional qualifications and age for the posts of Medical Officer (Unani) of Indian System of Medicines in Health & Medical Education Department as per the category-wise break-up tabulated below: -

**IMPORTANT**

- The Commission has developed an online Application Form for the Direct Recruitment posts. The Application Form together with instructions for filling up the Application Forms will be available at the website of the Commission from **15.03.2018**.
- Candidates are advised to go through the instructions and all the eligibility conditions prescribed for the post before filing the online Application Form.
- Last date for filing of **online Application** complete in all respects **along with the requisite fee (online mode only)** is **16.04.2018**.
- Candidates will also be required to submit a hard copy of the downloaded online application form alongwith with other requisite documents at the Office of the J&K Public Service Commission, Resham Ghar Colony, Bakshi Nagar, Jammu/Solima, Srinagar upto **18.04.2018** or by registered post by or before 10.04.2018.
- The Commission shall not responsible for any postal delay, if any.

**1- The following item no. (post) carry the pay scale as indicated below:-**

S.No.	Item No.	Pay Scale
1	209	Rs.9300-34800 with Grade Pay of Rs.5400

- a) Date of commencement for submission of online applications = **15.03.2018**  
b) Last date for submission of Online Applications and Fee = **16.04.2018**

ITEM NO.	DEPARTMENT/POST	OM	RBA	SC	ST	ALC	SLC	TOTAL
209	<b>Medical Officer (Unani)</b>	22	08	04	04	01	-	<b>39</b>

3% horizontal reservation shall be given to the Physically challenged Candidates in terms of SRO 294 dated:21.10.2005 and as per Government Order No.108-SW of 2013 dated:10.04.2013

**Prescribed Qualification**

Designation	Qualification
<b>Medical Officer (Unani)</b>	<b>Bachelor's Degree in Unani recognized by CCIM.</b>

**2- Age as on 1<sup>st</sup> January 2018:**

- Minimum = 18 Years  
Maximum = 40 Years  
Candidates in Govt. Service = 40 Years  
Physically Challenged candidates = 42 Years  
Candidates belonging to RBA/SC/ST/ALC/SLC categories = 43 Years  
Ex-servicemen = 48 Years

**Note:**

1. Candidates if already in the Government service shall apply through proper channel and their application forms should reach to the Public Service Commission by or before the date of interview.
2. Over-aged candidates having exceptional qualification relevant to the concerned subject, may submit a representation with prescribed fee in the shape of demand draft on the name of *Controller of Examination, J&K PSC, payable at Jammu/Srinagar* at their own risk and responsibility without prejudice to the right of the Commission to reject their representation/Application Form(s). (Reference Government Order No. 1500-GAD OF 2000 dated:21.12.2000.)

**3- Scheme of Selection:**

All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying that they possess the qualifications prescribed for the post. No enquiry for advice as to the eligibility will be entertained.

- (i) The prescribed qualifications are the minimum and mere possession of the same does not entitle candidates to be called for interview. Further, the summoning of candidates for interview shall convey no assurance, whatsoever, that they will be selected. Appointment order of the selected candidates will be issued by the Govt., in accordance with the availability of vacancies.
- (ii) A written test shall be conducted and the marks/points obtained by the participating candidates shall be apportioned proportionately against the marks earmarked for written test in the selection criteria. On the basis of merit obtained by the candidates in the written Examination an oral test will be conducted which may be restricted as under:-

i	For 1-5 post	Five times the number of posts
ii	For 6-10 posts	Four times the number of posts subject to a minimum of 25.
iii	For exceeding 10 posts	Three times subject to a minimum of 40.

Thereafter, merit list will be prepared on the basis of merit obtained in the written and oral test in conformity with the criteria laid down under Rule 51 of J&K Public Service Commission (Business & Procedure) Rules, 1980.

Provided further 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.

**4- Examination/Interview Fee:**

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

General Category	=	Rs.805.00
Reserved Categories	=	Rs.405.00

**5- Centre of Examination:**

- i. The Examination will be held at different centres located in Srinagar and Jammu cities.
- 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.

6- **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](http://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 can 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 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 account. In case the payment status has not been reflected on your form, candidate may contact the JKPSC Office at Solina/Resham Ghar Colony Jammu.
- q) Hard copy of the Online Application form (having fee payment details) along with other requisite documents are to be submitted in the office of the Commission at Resham Ghar Colony, Bakshi Nagar Jammu/ Solina Srinagar or through portal service in registered cover provided the said service is invoked 04 days before the cut-off dates fixed for the purpose (personal delivery).
- r) Submission of fee payment shall not be accepted/entertained after cut-off date fixed for the Advertisement Notification.

- s) 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.

7- **Certificates to be attached with the photocopy of the Application Form**

Attested photo copies of the following certificates need be attached with the photo copy of the Application Form:-

- i. Date of Birth Certificate.
- ii. Permanent Resident Certificate.
- iii. Valid Category certificate as per SRO 294 dated 21.10.2005 as amended from time to time and read with other relevant SRO's, if required.
- iv. Prescribed Qualification Degree along with consolidated Marks Card.
- v. Higher Qualification Degree, if any along with result Notification and registration certificate from competent authority.
- vi. Authenticated experience certificate as prescribed for the post under rules.
- vii. For Physically Challenged Candidates, Disability Certificate on the prescribed format, if required.

In addition to above the following documents may also be produced at the time of interview if possessing:-

- a) Original Research Papers and original articles published and indexed in Scopus, PubMed, Medline, Embase/Excerpta Medical, Index Medicus and Index Copernicus and the journals recognized /notified by MCI.
- b) writing a Book (Foreign Book/National Book, published with ISBN on the relevant subject).
- c) Gold Medal or overall first position in prescribed qualification

8- **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 form 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.
- (ii) By the State Government from any employment under them.

**Sd/-**  
**(Sunita Anand), KAS**  
**Secretary**  
**J&K Public Service Commission**  
Dated: 13.03.2018

No: PSC/DR/MOU/02/2018

Copy to the:

1. Principal/Secretary to the Government, Health & Medical Education Department. This is in reference to his letter No.HME/HRM/87/2015 dated 06.02.2018.
2. Director Information, J&K for favor of getting the notice published in atleast two local leading English dailies of Srinagar/Jammu.
3. General Manager, Govt. Press, Jammu for publication in extra ordinary issue of the Gazette.
4. Additional Secretary /Deputy Secretary /Under Secretary, J&K Public Service Commission.
5. AD(Planning/Statistics), J&K Public Service Commission for information.
6. Pvt. Secretary to Hon'ble Chairman, J&K Public Service Commission for information of the Hon'ble Chairman.
7. Private Secretary to Shri \_\_\_\_\_, Member, J&K Public Service Commission for information of the Hon'ble Member.
8. PA to Controller of Examinations, J&K Public Service Commission for information.
9. I/C Website for uploading the notice on website.
10. In-Charge Camp Office, Solina Srinagar.
11. Notice Board, J&K PSC, Jammu/ Srinagar.
12. Main file/Programme file.