



JAMMU AND KASHMIR PUBLIC SERVICE COMMISSION

Polo Ground Srinagar, Kashmir - 190001

www.jkpsc.nic.in

NOTIFICATION NO. PSC/EXM/2013/80

D A T E D : 1 0 . 0 9 . 2 0 1 3

JAMMU & KASHMIR STATISTICAL CUM EVALUATION SERVICE COMPETITIVE EXAMINATION, 2013 FOR APPOINTMENT TO THE POSTS OF ASSISTANT DIRECTOR (STATISTICS)

1. Important: The Commission has developed an electronically scannable Application Form for the Statistical cum Evaluation Service Competitive Examination, which can be processed on computerized machines. This Application Form, along with instructions for filling up the Application Form, Acknowledgement Card and an Envelope for submitting the Application Form, will be available at the Commission's offices at Polo Ground Srinagar/Resham Ghar Colony, Bakshi Nagar, Jammu.
2. Candidates should read all the eligibility conditions prescribed for the examination. Candidates are advised to go through the instructions before filling in the Application Form.
3. Last date for receipt of Application Forms, complete in all respects, in the Commission's offices indicated above, is **11.10.2013**.
4. Candidates are advised not to wait till the last date. They are advised to submit their Application Forms at the earliest so that it reaches the Commission's office in time.
5. The Commission will not be responsible for any postal/courier delays and any Application Form received after the above prescribed last date, shall not be entertained.
6. Schedule of Sale and Receipt of Application Forms
 1. Sale of Application Forms will commence from **11.09.2013**.
 2. Last date for receipt of Application Forms is **11.10.2013**.

1. Applications, on prescribed forms, are invited from permanent resident of the State for the J&K Statistical cum Evaluation Service Competitive Examination, 2013 for direct recruitment posts of Assistant Director (Statistics) in the pay scale of ₹9300-34800 + Grade Pay 4800 in accordance with SRO 207 dated 04.09.1992 as amended from time to time, read with J&K Statistical cum Evaluation (Competitive Examination) Regulations issued vide Govt. Order No.299-PD of 1976 dated 04.12.1976 as amended vide Govt. Order No.2-PD of 2009 dated 13.01.2009 and the J&K Public Service Commission (Conduct of Examination) Rules, 2005.

2. Category-wise break up of the vacancies is as under:

OM	RBA	SC	ST	LAC	OSC	Total
15	06	02	03	01	01	28

Note: (If the Commission considers that the number of Application Forms received for admission is unduly large it may direct the candidates to appear in Preliminary Objective Type Test for shortlisting the candidates for Main Examination.)

3. **How to obtain the Application Form:** The candidates seeking admission to the Main Examination can obtain the prescribed Application Form, instruction for filling up of the Application Form, acknowledgement card and an envelope for submitting the Application Form, from the J&K Bank branches located in the offices of the J&K Public Service Commission at Resham Ghar Colony, Bakshi Nagar, Jammu & Polo Ground, Srinagar on cash payment of Rs.500/- (excluding processing charges of Rs.10/-) for OM candidates and Rs.250/- (excluding processing charges of Rs.10/-) for reserved category candidates.

4. **Eligibility Conditions:**

A) A candidate

- a. must be a permanent resident of the J&K State; and
- b. must hold a Master's Degree in Economics or Statistics or Commerce or Mathematics or M.Sc. of Indian Statistical Institute or Master of Computer Applications Degree from any recognised University/Institute.

B) **Age limit as on 01.01.2013**

Minimum	=	18 years
Maximum	=	37 years
Physically Handicapped	=	39 years
RBA/SC/ST/ALC/SLC	=	40 years
Candidates already in Govt. Service	=	40 years
Ex-serviceman	=	48 years

5. **How to apply:**

- i. Since the Application Form is to be electronically scanned, due care should be taken to fill up the Application Form neatly and correctly. **(While filling up the Application Form, please refer to detailed instructions given in the instruction sheet supplied with the Application Form).**

- ii. The candidates are required to fill up the Application Form and then Photostat it. Photograph, duly attested, should be firmly pasted (**Not Stapled in Any Case**) at the space provided in the Application Form.
- iii. The candidate should also fill up the data/information at relevant spaces of the Acknowledgement Card, along with their Form Number and the name of the examination.
- iv. In case Application Form is submitted by post, the Acknowledgement Card should bear postage stamps of Rs.5/-.
- v. Application Form (Original copy & Photostat copy), duly filled in along with the documents/testimonials etc., shall have to be submitted in the Commission office at Jammu/Srinagar personally or mailed in the special envelope supplied for the purpose, by registered post to the address of the Secretary, J&K Public Service Commission, Polo Ground Srinagar/Resham Ghar Colony, Jammu, before the last date notified for the purpose. The Application Forms, however, received late through Registered post shall be entertained only if these are dispatched three days prior to the last date of notification set for the purpose. Documents/testimonials shall be attached with the Photostat copy of the Application Form only.
- vi. A candidate already in Govt. Service in the state shall deposit original copy and one photocopy of his Application Form in the Commission Office and route another Photostat copy of the Application Form through the Department. The candidate shall be personally responsible for delivery of this Proper Channel Copy (Photostat) in the Commission office within time.
- viii. In case the Commission receives an intimation withholding permission from the employer in respect of the candidate applying for appearing in the Examination his/her Application Form shall be rejected and candidature cancelled. Such a candidate may, however, be allowed to appear in the examination as a fresh candidate subject to the condition that the candidate is otherwise eligible under rules.

Note I: The candidates are advised to write their complete postal address including Pin Code to facilitate quick postal deliveries.

6. Certificates to be attached with the photocopy of the Application Form

The following certificates duly attested by a Gazetted Officer shall be attached with the Application Form:-

- i. Date of Birth Certificate.
- ii. Permanent Resident Certificate.
- iii. Educational Qualification Certificate Prescribed for the Post.
- iv. Certificate of Higher/Additional Qualification if any.

- v. Valid Category Certificate as per SRO 294 dated 21.10.2005.as amended from time to time.
- vi. Marks Certificate of Prescribed Qualification.
- vii. For Physically Challenged Candidates, Disability Certificate on the prescribed format.

Incomplete or wrongly filled Application Forms or the forms without the above pre-requisites shall be rejected without notice. Further, the Application Forms, where fluid has been applied, are liable to be rejected.

7. Last date for receipt of Application Forms: -

- I. The Application Forms shall be received at the counters set up for the purpose, in the Commission's Offices located at Polo Ground Srinagar/Resham Ghar Colony, Bakshi Nagar, Jammu on all working days (Monday to Friday) from 10.00 A.M to 4.00 P.M up to **11.10.2013**, which shall be the last date.
- II. Application Forms received after the last date viz. **11.10.2013** will not be entertained, under any circumstances, whatsoever, and all such Applications Forms will be deemed to have been rejected without notice.

Note: The candidate should, therefore, ensure that the Application Forms reach the Commission's Office on or before the prescribed last date.

8. Acknowledgement of Application Forms:

- I. Candidates, who personally submit their Application Forms at the Commission's counters, will be issued an acknowledgement duly stamped, and signed by the counter/Receipt Assistant in token of receipt of Application Form.
- II. In respect of Application Forms received by post, the acknowledgement card duly filled in by the candidate will be dispatched to him/her duly stamped and signed by the Receipt Assistant.
- III. If a candidate does not receive the acknowledgement card within 15 days, he should, at once, contact the Controller of Examinations, J&K Public Service Commission quoting his/her Application Form number.

The mere fact that the Commission office has acknowledged a candidate's Application Form does not mean that the Commission has accepted his candidature for the examination.

9. Centre of Examination:

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

- II. The allotment of centres shall be at the sole discretion of the Commission and, once a centre is allotted to a candidate, neither any request for change of centre will be entertained, nor any such communication/request will be replied by the Commission.

Note:

- i. The candidate should carefully mention about his/her choice for the centre viz Srinagar/Jammu while filling the Application Form.
 - ii. While every endeavour will be made to allot the candidates the examination centres of their choice viz. Srinagar/Jammu, the Commission may, at their discretion, allot a different centre to a candidate, when circumstances so warrant.
10. **Withdrawal of candidature:** No request for withdrawal of candidature received from a candidate, fifteen days after the last date for submission of Application Form, will be entertained under any circumstances.
11. **Correspondence with the Commission:** The Commission will not enter into any correspondence with the candidates about their candidature except in the following cases:
- i. If a candidate does not receive the Admit Card or any other communication regarding his candidature for the examination 10 days before the conduct of examination, he/she should at once contact the Commission's office at Polo Ground Srinagar/Resham Ghar Colony, Bakshi Nagar, Jammu for obtaining a duplicate copy of Admit Card.
 - ii. No request for issuance of duplicate Admit Card shall be entertained unless it is received seven days prior to the date of the examination.
 - iii. Change in address, if any, should be communicated to the Commission at the earliest. Although the Commission would make every effort to take account of such changes, it does not take any responsibility in this regard.

Important:- All correspondence with the Commission should, invariably, contain the following particulars:

- (a) Name and year of the examination;
- (b) Application Form number;
- (c) Full name of the candidate (in Block letters); and
- (d) Complete postal address as given in the Application Form.

GENERAL INSTRUCTIONS

- i. Candidates should fill up the Application Form carefully and in their own handwriting.
- ii. No column of Application Form should be left blank.
- iii. Incomplete or incorrectly filled Application Form shall not be entertained. No representation or correspondence regarding such rejection shall be entertained under any circumstances.
- iv. If a candidate receives an Admit Card in respect of some other candidates on account of handling error, the same should be brought to the notice of Commission immediately.
- v. No candidate will be allowed to take the examination on the basis of an Admit Card issued in respect of another candidate.
- vi. The candidate should also note that their admission at all the stages of examination will be provisional & subject to their fulfilling the prescribed eligibility condition.
- vii. If it comes to the notice of the Commission at any time before or after the Main Examination, or Interview, that a candidate does not fulfil any of the eligibility conditions and the candidate has claimed eligibility based on misrepresentation, fraud or concealment of material fact or impersonation; his/her candidature for the examination shall be cancelled and he/she shall be also liable for prosecution/disciplinary action by the Commission.
- viii. Any change of address given in the Application Form should, at once be communicated to the Controller of Examinations, Public Service Commission.
- ix. Candidates are requested to arrange for the redirection of communications to their new address, if necessary.
- x. The Commission makes every effort to take account of changes in a candidate's address but cannot accept any responsibility in the matter.
- xi. Candidates must be in sound bodily health. They must, if selected, be prepared to undergo such medical examination and satisfy such medical authority, as the Government may require.
- xii. Canvassing, in any form, shall disqualify a candidate.
- xiii. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT.

Candidates are warned that they should not furnish any particulars that are false or suppress any material information. In filling up the Application Form candidates are also warned that they should, in no case, alter or otherwise tamper with any entry in a document.

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; impersonating;
- ii. procuring impersonation by any person;
- iii. making statements which are incorrect, or false or suppressing material information;
- iv. resorting to any other irregular or improper means in connection with his/her candidature for the selection;
- v. using unfair means during the test;
- vi. writing irrelevant matter including obscene language or pornographic matter, in the script(s);
- vii. misbehaving in any other manner in the examination hall;
- viii. harassing or doing bodily harm to the staff employed by the Commission for the conduct of their test; or
- ix. 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, be liable:-
 - 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 examination or selection held by them;
 - ii. by the State Government from any employment under them, and
 - c. if he/she is already in service under Government, to disciplinary action under rules.

IMPORTANT

1. Candidate must read the detailed instructions for the candidates before filling up of the Application Form. He/she must fill the form strictly according to the instructions.
2. Candidates must ensure that no column of Application Form is left blank or wrongly filled, as information furnished therein would be used for deciding the eligibility of the candidate. Application Form not filled correctly and as per the instructions is liable to be rejected and the onus of such rejection would be on the candidate himself/herself. The Commission will not entertain any claim in respect of such rejection.
3. Application Forms should be sent/delivered to the Controller of Examination J&K Public Service Commission Polo Ground Srinagar/Resham Ghar Colony, Jammu in accordance with clause 8 of this Notification.
4. For any query visit the Commission's Website www.jkpsc.nic.in or the Commission's facilitation center at Jammu/Srinagar or dial Number 2475064 (Jammu) and 2455089 (Srinagar).

Sd/-

(Dr. T.S. Ashok Kumar) IFS
Secretary,

J&K Public Service Commission.

Dated: - 10.09.2013

No: PSC/Exam/AD(Sts)/2013