



JAMMU AND KASHMIR PUBLIC SERVICE COMMISSION

RESHAM GHAR COLONY, BAKSHI NAGAR, JAMMU - 180001

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Subject: Filling up of posts of Medical Officer Unani/Ayurvedic (backlog) and (fresh) in the Department of Indian System of Medicine, J&K

Ref: Health & Medical Education Department's letter No. HME/HRM/87/2015 dated 06.02.2018, HD/ISM/79/2020 dated 29.03.2021.

Notification No : 04 - PSC (DR-P) OF 2022

Dated: 17-01-2022

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 Medical Officer Unani/Ayurvedic, in terms of the "Jammu & Kashmir Indian System of Medicine (Gazetted) Service Recruitment Rules, 2006, notified vide SRO 379 dated, 12.12.2006, "Jammu & Kashmir Probationer (Conduct of Service, Pay & Allowance) and Fixation of Tenure Rules, 2020" notified vide S.O. 192 of 2020 dated: 17.06.2020 and Jammu and Kashmir Public Service Commission (Business and Procedure) Rules, 2021".

MOST IMPORTANT

- **Candidates are advised to update their One Time Registration before filling the application Form**
- The Application Form together with instructions for filling up the Application Forms will be available at the website of the Commission from **17.01.2022**.
- 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 filling of online Application complete in all respects along with the requisite fee (online mode only) is **16.02.2022**.
- 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, 2022**.
- Candidates can edit some of the fields in their online application form w.e.f **19.02.2021** to **21.02.2022** (up to 11.59 PM). Instructions in this regard will be separately made available on the website.
- Candidates are required to upload all the mandatory prescribed/requisite documents.
- In case the mandatory prescribed/requisite documents are not uploaded with the online application form, the application form/candidature of the applicant is liable to be rejected without any further notice
- Candidates are not required to submit hard copy of the online application form or any other documents to the Commission.
- The candidates will however, be required to present /produce a down loaded copy of the online application form alongwith the original certificates at the time of documentary verification.
- Candidates are advised in their own interest to submit online applications much before the closing date and not to 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 posts (Fresh as well as backlog posts) is given below:-

Item No.	Name of the Post	OM	RBA	SC	ST	ALC/IB	EWS	Total
34	Medical Officer, Ayurvedic (Fresh) (52700-166700)	05	01	01	01	01	01	10
35	Medical Officer, Unani (2 nd Special Drive) (9300-34800) with G.P 5400 (pre-revised)	-	-	04	01	01	-	06
36	Medical Officer, Ayurvedic (2 nd Special Drive) (9300-34800) with G.P 5400 (pre-revised)	-	-	-	02	-	-	02
Total		05	01	05	04	02	01	18

3. Prescribed qualification/ pay scale:-

Post	Qualification
Medical Officer (Unani)	i. A Bachelor's Degree in Unani recognized by CCIM.
Medical Officer (Ayurvedic)	i. A Bachelor's Degree in Ayurvedic recognized by CCIM.

Note:- The Candidates who have already applied for the post of Medical Officer, Ayurvedic/Unani indicated at item No. 35 & 36 of para 02 above in the respective categories in response to advertisement Notification No. 11- PSC (DR-P) of 2019 dated 01.10.2019, need not to apply again.

4. Age as on 1st January 2022

The requirement of age for candidates belonging to Open Merit (OM) & various Reserved Categories is as follows:-

S.NO	Category	Age limit	Not born after	Not born before
1	OM	40	01.01.2004	01.01.1982
2	RBA,SC,ST,ALC/IB,EWS	43	01.01.2004	01.01.1979
3	PHC	42	01.01.2004	01.01.1980
4	In service candidate	40	01.01.2004	01.01.1977

5. Reservation

- i) A candidate seeking his/her consideration under any Reserved Categories must ensure that he/she possesses a valid requisite Category certificate on the cut-off date.
- ii) The category certificate should remain valid during and upto the completion of selection process.
- iii) The candidature of the candidates will be provisional till the genuineness of the reserved category certificate is verified by the Appointing Authority.
- iv) 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.

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 as on the last date prescribed for submission of online application form.

7. Centre of Examination:-

- I. The examination will be held at Srinagar & Jammu centres. All the candidates shall indicate the option for examination centre as indicated above.
- II. The allotment of examination centres shall be at sole discretion of the Commission and once a centre is allotted to a candidate, request for a change of centre will not be entertained.
- III. Information about the Examination indicating the time table and Centre of Examination for the candidates will be uploaded on the websites of the Commission about two weeks before the date of examination. If any candidate does not find his/her Roll Number on the website of the Commission, one week before the date of examination, he/she must immediately contact the Commission's Office at Srinagar/Jammu, with proof of having submitted his/her application. Failure to do so will deprive him/her of any claim for consideration.
- IV. Candidate must submit his/her Application form number, Email ID and Mobile Number along with his/her Name, Date of Birth and Name of the Examination, while addressing any communication to the Commission. Communication from the candidates not furnishing these particulars shall not be entertained.
- V. Admit Cards will be available for downloading about two weeks before the date of examination on the official website of the Commission i.e. jkpsc.nic.in. Candidate must bring printout of the Admit Card/Roll Number Slip to the Examination Hall.
- VI. For securing entry into the centre of examination, in addition to the Admit Card/roll Number Slip, it is mandatory to carry at least two passport size recent color photographs (not taken earlier than 01.01.2021) and any of the original valid Photo-Id proof mentioned below:
 - i. Aadhar Card/ E-Aadhar,
 - ii. Voter's ID Card,
 - iii. Driving License,
 - iv. PAN Card,
 - v. Passport,
 - vi. School /College/University I- Card
 - vii. Employer ID Card.

8. 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.

09. Scheme of Selection /Examination

The detailed selection criteria has been given in the Rule 43 (ii) of the Jammu and Kashmir Public Service Commission (Business and Procedure) Rules, 2021 and the same is available on the Commission website.

10. Documents to be uploaded:-

While filing the online application form the applicants are required to upload the documents as per details given below:

a) Documents (Mandatory):-

- i) Date of Birth certificate (Secondary School/Matric Certificate- 01 leaf
- ii) Domicile certificate – 01 leaf
- iii) Bachelors degree in Unani Medicine /Ayurvedic along with consolidated Marks Cards
- iv) Post Graduation Degree alongwith consolidated marks card along with Registration certificate, from competent authority.
- v) Ph.D degree alongwith result notification, wherever applicable.

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

- i) Valid category certificate – 01 leaf
- ii) For Physically Challenged Candidates Disability certificate on the prescribed format, if required – 01 leaf.
- iii) In-Service Certificate Signed by HOD.

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

- i) Certificate of Distinction In Sports in terms of J&K (Appointment of Outstanding Sports Persons) Rules, 1998- 01 Leaf
- ii) "C" Certificate in NCC activities- 01 Leaf
- iii) Gold Medal Certificate for overall first position in the minimum prescribed qualification- 01 leaf. In case the convocation for award of Gold Medal has not been convened, a certificate from the competent authority shall be uploaded to the effect that he/she is entitled to Gold Medal for securing overall first position in the prescribed qualification and shall be awarded the same in the Convocation of the University/Institution.

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

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

- i. Candidates are required to apply online through the website of the Commission i.e. <http://www.jkpssc.nic.in>. No other means /mode of application shall be accepted.
- ii. Candidates are first required to go to the JKPSC website <http://www.jkpssc.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.
- iii. 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.
- iv. 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 01.01.2021.
- v. Size of the photograph (passport size) and signature must be between 10kB to 20kB in *.jpeg or *.jpg only.
- vi. 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.
- vii. Click on the “show examination” as shown against the respective post/examination you want to apply.
- viii. 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.
- ix. 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.
- x. 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.
- xi. 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.
- xii. 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.
- xiii. 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.
- xiv. Candidates can pay the requisite fee through online mode in the “SUBMITTED APPLICATIONS” menu in your account.
- xv. 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.
- xvi. The candidate would be able get the printout of his/her submitted application only after the payment of the requisite fee and uploading of mandatory prescribed/requisite documents.

- xvii. The JKPSA will not undertake detailed scrutiny of applications for the eligibility and other aspects at the time of filling up of online and, therefore, candidature will be accepted only provisionally. The candidates are advised to go through the requirements of educational qualification, age, etc and satisfy themselves that they are eligible for the post(s). Copies of supporting documents will be sought at the time of document verification. When scrutiny is under taken, if any claim if made in the application is not found/substantiated by proof, the candidature will be cancelled and the Commission's decision shall be final and binding.
- xviii. 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 w.e.f **19.02.2022** to **21.02.2022**. Detailed instruction in this regard will be made available on the website of the Commission.

13. 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.

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. 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 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.


(R. K. Katoch), JKAS
Secretary

J&K Public Service Commission

No: PSC/DR-II/Medical officer/09/2021

Dated: 14 .01.2022

Copy to the: -

1. Additional Chief Secretary, Health & Medical Education Department Civil Secretariat, Jammu/Srinagar.
2. Director, Information Department J&K. He is requested to publish the Notification in all the leading local dailies of the Union Territory of J&K, for at least three consecutive days.

3. General Manager, Govt. Press, Jammu/Srinagar for publication of Notification in the next issue of Govt. Gazette.
4. Deputy Secretary/Under Secretary (DR), J&K Public Service Commission for information.
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. P.A. to Secretary, J&K Public Service Commission.
8. P.A. to Controller of Examination, J&K Public Service Commission
9. In charge website, J&K Public Service Commission for uploading of the Notification on the website.
10. In charge Camp Office, Srinagar for pasting the notice on the notice board.
11. Notice Board, J&K Public Service Commission, Srinagar/Jammu.
12. Stock file/Main file.