



## Sher-e-Kashmir University of Agricultural Sciences and Technology of Jammu

### Circular

Applications are invited from all eligible in-service Class- VI Employees viz., Chowkidar, Orderly, Peon, Messenger, Runner, Laboratory Attendant, Duplicating Operator, Library Attendant, Gardener, Mali and Farm Attendant etc. who are graduate, having more than five years of service, and intend to appear in the prescribed test for promotion as Assistant-cum-Typist, as per the SKUAST Statutes Schedule-I to Chapter-III (General Administrative Cadre), Class V, Category 1.

The Employees interested to apply are advised to sent their applications on the prescribed proforma Annexure (A) enclosed with this Circular (service particulars duly verified from service book by their Controlling Officers), to the Office of the Registrar upto **30-09-2022**.

The schedule for conducting the prescribed test shall be notified separately.

Sd/-  
Registrar

No: AUJ/Est./G-390 (D-9)/2022-23/  
Date: 07-09-2022

4495-4555

#### **Copy for information to:**

- All Officers of SKUAST-J\_\_\_\_\_
- Dean, FoA/Dean F.B.Sc/Dean, FVSC. &AH./Dean SW SKUAST-J, with the request to circulate the same among the Divisions under their control.
- Chief Scientist FSR/WMRC Chatha
- Incharge Examination Cell/Coordinator School of Bio-technology.
- Incharge Data Centre with the request to uplod the same on University Website.
- I/c Stations/Sub-Stations/KVKs\_\_\_\_\_
- All Joint Registrars/Dy.Registrars
- Joint Comptroller/Dy.Comptroller
- All Asstt. Registrars/Administrative Officers
- All Asstt. Comptrollers/Accounts Officers
- SVC for kind information of Hon'ble Vice-Chancellor.

*[Signature]*  
Asstt. Registrar (Est.)

7/9/2022

**SKUAST**  
Jammu

"An institution for sustainable agriculture for food  
and nutritional security"

Registrar Office  
Chatha Jammu, J&K 180009, INDIA

Visit us at: [www.skuast.org](http://www.skuast.org)  
E-mail-ID: [registrar@skuast.org](mailto:registrar@skuast.org)  
Phone No.:  
0191-2262012





**Sher-e-Kashmir University of Agricultural  
Sciences and Technology of Jammu**

**Annexure-A**

**Bio-data of Class VI for the post of Assistant-cum-Typist**

01	Name	
02	Fathers name	
03	Address	
04	Date of Birth	
05	Category	
06	First appointment Order No.& Date as Class VI (OCC,Mali etc.in SKUAST-J)	
07	Date of first joining as Class VI	
08	Pay Scale with Grade Pay	
09	Present place of posting	
	Present Pay Scale	
10	Length of service as Class VI	
11	Qualification	

**Signature of the applicant**

**Signature of the concerned Assistant Comptroller/Accounts Officer**

The applicant is eligible/not eligible as per SKUAST-Statute Schedule-I to Chapter-III (General Administrative Cadre), Class V, Category 1 and the particular given above herein are correct and verified from his service book.

**Signature of the Controlling Officer**

**Verified and Recommended by University Officer**

**SKUAST**  
JAMMU

Registrar Office  
Chatha Jammu, J&K 180009, INDIA

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Visit us at: [www.skuast.org](http://www.skuast.org)  
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