



# JAMMU AND KASHMIR PUBLIC SERVICE COMMISSION

## Solina Srinagar, Kashmir - 190001

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**Subject:** Filling up of Gazetted posts in Housing and Urban Development Department, Government of Jammu & Kashmir.

**Reference:** Housing and Urban Development Department's Letter No. HUD-ADM/11/2022(C.No.129922) dated 08.04.2022.

### Notification No: 23- PSC (DR-P) of 2022

Dated: 08-09-2022

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Applications, through online mode, are invited from the applicants who are domiciled in the Union Territory of Jammu & Kashmir and are possessing the prescribed Academic/ Professional qualification and age, for the posts details of which are given in the following paras, in terms of Jammu & Kashmir Town Planners and Architects (Gazetted) Service Recruitment Rules 1978, notified vide SRO 207 of 1978 dated 11.04.1978, and the 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 **08.09.2022**
- Candidates are advised to go through the instructions and ensure that they meet 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 **07.10.2022**
- 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, educational/professional qualifications.
- The minimum and maximum age will however be reckoned with reference to **1<sup>st</sup> January, 2022**.
- Candidates can edit some of the fields in their online application form from **08.10.2022 to 10.10.2022 (upto 11:59 P.M)** Instructions in this regard will be separately made available on the website.
- Candidates are required to upload all the mandatory prescribed/requisite documents alongwith the online application form.
- In case the mandatory prescribed/requisite documents are not uploaded with the online applications 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 at the time of filling up of online application form.
- The candidates will however, be required to present/produce a down loaded copy of the online form alongwith 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 post with category wise breakup is given below

Name of the Post with pay scale	OM	RBA	SC	ALC/IB	Total
Assistant Architect Level-8A (50700-160600)	01	-	-	01	02
Assistant Town Planner Level-8A (50700-160600)	01	01	01	-	03
<b>TOTAL</b>					<b>05</b>

3) Prescribed Qualification

Designation	Qualification
Assistant Architect	Bachelor Degree in Architecture or equivalent qualification.
Assistant Town Planner	Bachelor Degree in Architecture/AMITP  OR  Post Graduate Diploma in Town and Country Planning from a recognized Institute or its equivalent as also recognized by the Institute of Town Planners.  OR  Degree in Town and Country Planning or its equivalent from a recognized Institute/University as also recognized by the Institute of Town Planners.

4) Age as on 1st January 2022

The prescribed age (minimum/maximum) for candidates belonging to Open Merit (OM) & Reserved Categories is as below:-

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

**One time age relaxation is granted to the over-aged candidates who had earlier applied for the post of Assistant Architect advertised vide Notification No. 11-PSC (DR-P) of 2015 dated 05.10.2015 and were within the age limit, at that time, but has in the meantime crossed the upper age limit, if he/she applies for the post(s) in pursuance to instant Notification and also need not to pay any fee afresh.**

5) Reservation

- i) A candidate seeking his/her consideration under a Reserved Category must ensure that he/she possesses a valid requisite Category certificate on the cut-off date.
- ii) The candidature of the candidates will be provisional till the genuineness of the reserved category certificate is verified by the Appointing Authority.
- iii) 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 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 his/her of any claim for consideration.
- IV. Candidate must submit his/her online application form, 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 01.01.2022) and any of the original valid Photo-Id proof such as:
  - 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) Scheme of Selection / Examination

- **The pattern of Examination shall comprise the following:**

### (A) Written Examination

- i) The written examination will be an objective type Multiple Choice Question (MCQ) paper of two hours duration and having minimum 100 questions.



ii) There will be negative marking for incorrect answers (as detailed below) for all questions:

- a) There are four alternatives for the answers to every question. For each question for which a wrong answer has been given by the candidate, one fourth (25) of the marks assigned to that question will be deducted as penalty.
- b) If a candidate gives more than one answer, it will be treated as a wrong answer even if one of the given answer happen to be correct and there will be same penalty as above for that question.
- c) If a question is left blank i.e. no answer is given by the candidate, there will be no penalty for that question.

The Selection shall be made in accordance with the provisions of Rule 43(ii) of Jammu and Kashmir Public Service Commission (Business & Procedure) Rule, 2021, reproduced as under :-

A	Written Examination	68 points	
B	Performance in the Interview/ Viva Voce test. The candidate shall be asked to deliver a 5 minute demonstration/lecture on a given topic from the relevant subject to demonstrate his/ her domain knowledge/ skills and will be assessed and evaluated by the subject experts and the Members of the Commission in the Selection Committee/ Interview Board.	25 points	
C	Weightage for Academic Merit/ Higher Qualification in the relevant subject	Upto a Maximum of 04 points	
	a. Where Bachelor's degree is prescribed as the minimum qualification	Upto a Maximum of 04 points	
	(i) One year Post Graduate Diploma in the relevant subject (on pro-rata basis)	02 points	Maximum 4 points
	(ii) Masters/ Post Graduate degree in the relevant subject (on pro-rata basis)	04 points	
	b. Where Master's degree is prescribed as the minimum qualification	Upto a Maximum of 04 points	
	(i) MPhil in the relevant subject	02 points	Maximum 04 points
	(ii) PhD in the relevant subject	04 points	
D	Distinction in Sports (Certified by Secretary, J&K Sports Council to be an outstanding Sports Person in terms of J&K (Appointment of Outstanding Sports Persons) Rules, 2022	01 point	
E	Distinction in NCC activities (Holder of Grade "C" Certificate)	01 point	
F	Special Attributes		
	(i) Gold Medal for overall first position in the prescribed qualification	1 point	
G	<b>Total (A to F)</b>	<b>100 points</b>	

The syllabus of the written examination for the post of Assistant Architect is given in Annexure "A", the syllabus for the post of Assistant Town Planner shall be notified separately. "

(B) Interview/ Viva Voce

On the basis of the marks obtained by the candidates in the written examination, an interview/viva voce test will be conducted. The number of candidates called for interview/ viva voce test shall be restricted, as far as practicable, to a minimum of three times the number of vacancies in order of merit. The interview/ viva-voce will have 25 points.



- i) The written exam will carry Sixty eight (68) points. The marks obtained in the written examination shall be taken into account on pro-rata basis for determining the final merit list

9) **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:

<b>OM Category</b>	<b>Rs.1000.00</b>
<b>Reserved Categories</b>	<b>Rs.500.00</b>
<b>PHC</b>	<b>Nil *</b>

\* The PHC candidates can apply against the post of Assistant Town Planner only in terms of Government Order No. 59-JK(SWP) of 2021 dated 15.04.2021, but shall be considered against the un-reserved vacancy.

**Note:**

1. The application Form submitted without deposition of the fee, which gets substantiated through reflection of the same on the application form, such 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.
  - i. 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.

10) **Documents to be uploaded**

While filling the online application form the applicants are requested to upload the documents as per details given bellow:-

**Documents (Mandatory):-**

1. Date of birth certificate (secondary School/Matric Certificate)
2. Domicile Certificate of the UT of J&K.
3. Masters' Degree / Bachelor Degree /Diploma alongwith consolidated Marks Card (s) upto 05 lvs.

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

1. Category Certificate. 01 leaf
2. In-service certificate signed by HOD

**Any other document for which the candidate is claiming weight age as per J&K (Business and Procedure) Rules, 2021:-**

1. M.Phil degree certificate alongwith result Notification
2. Ph. D Degree certificate alongwith result Notification
3. Experience Certificates, as per format-upto 05 lvs.
4. "C" Certificate in NCC activities. 01 leaf
5. Certificate of Distinction in Sports in terms of J&K Appointment of (Outstanding Sports Persons) Rules, 2022
6. Gold Medal Certificate for overall first position in the prescribed qualification. 01 leaf

**It may be noted that no further opportunity to upload any document shall be provided hereafter and action under rules including rejection of application/candidature will be taken. While uploading the documents, the following guidelines, wherever applicable, shall also be kept in view before claiming weightage on such parameters:-**

- i. The weightage available for the Gold Medal(s) shall be for securing the overall first position in the minimum prescribed qualification. 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 security overall 1<sup>st</sup> position in the prescribed qualification and shall be awarded the same in the convocation of the University/Institute.
- ii. Foreign Degree shall only be entertain if equivalence Certificate issued by Association of Indian Universities (AIU) is made available.

**11) Important 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 etc.
- d) 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 01.01.2022.
- 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) 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.
- h) 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.
- i) 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.
- j) 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.
- k) 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.
- l) 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.
- m) Candidates can pay the requisite fee through online mode in the “SUBMITTED APPLICATIONS” menu in your account.
- n) 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/ReshamGhar 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.
- o) After successful submission of fee, the candidates will be required to upload requisite documents as specified in the advertisement/application form.
- p) The candidate would be able get the printout of his/her submitted application only after the payment of the requisite fee and uploading of requisite documents.
- q) 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 within three days after the cut-off date i.e. on **08.10.2022 to 10.10.2022**. Detailed instruction in this regard will be made available on the website.

## **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. using unfair means, or
- viii. misbehaving in any other manner, or
- ix. harassing or doing bodily harm to the staff employed by the Commission for the conduct of their test, or
- x. 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;

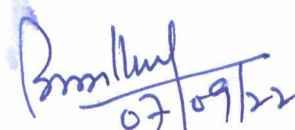
(a) to be disqualified by the Commission from selection for which he/she is a candidate , and/or

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

(i) By the Commission from any examination or 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 his/her under the appropriate rules.

  
07/09/22  
(Bashir Ahmad Dar) JKAS  
Secretary

**J&K Public Service Commission**

**Dated: 07.09.2022**

No:PSC/DR/Asstt.Arch-Asstt-T.P/H&UDD/2022

Copy to the: -

1. Secretary to the Government, Urban Development Department, Civil Secretariat, Jammu/Srinagar.
2. Director, Information Department J&K. He is requested to publish the Notification in at least two local dailies of the Union Territory of J&K, for at least three consecutive days.
3. P.S. to Chairman, J&K Public Service Commission for information of the Hon'ble Chairman.
4. P.S. to Member \_\_\_\_\_, J&K PSC for information of Hon'ble Member.
5. P.A. to Controller of Examination, J&K Public Service Commission.
6. In charge website, J&K Public Service Commission for uploading of the Notification on the website.
7. Notice Board, J&K Public Service Commission, Srinagar/Jammu.
8. Stock file/Main file.