



**GOVERNMENT OF JAMMU AND KASHMIR  
GENERAL ADMINISTRATION DEPARTMENT  
CIVIL SECRETARIAT, J&K**

**Subject: Appointment of Junior Stenographers in the J&K Secretariat (Subordinate) Service.**

**Reference:** Letter No. JKSSB/23/2023-03(E-7164134) dated 09.06.2023 from J&K Services Selection Board.

**Government Order No.891-JK(GAD) of 2023  
Dated:25.07.2023**

On the recommendations of the J&K Services Selection Board, sanction is hereby accorded to the appointment of following candidates as Junior Stenographer in the J&K Secretariat (Subordinate) Service in the Pay Level-6B (35600-112800), with immediate effect:

S.No.	Name Mr./Ms.	Parentage	Address	Category
1.	Tabish Afzal	Mohmmad Afzal Rather	H.No.136, Ikhrājpora, Rajbagh, Srinagar	OM
2.	Shubam Kalotra	Ram Paul Kalotra	Ward No. 65, Gurha Brahmana, Bantalab, Jammu (North)	OM/SC
3.	Sunil Singh	Suram Singh	Purkhoo near Parshu Ram Mandir, Bhalwal, Jammu	OM
4.	Gajraj Singh	Manmohan Singh	Bypass Road, Camp Gole Gujral, Jammu (West)	OM
5.	Anees Hassan Malik	Ghulam Hassan Malik	H.No. 533, Mahrajpora, Lane No. 15, Batmaloo, Srinagar	OM
6.	Avish Kohli	Manish Kohli	H.No. 421/422, Bakshi Nagar, Jammu	OM/EWS
7.	Mriga Sharma	Narinder Sharma	H.No. 1184, Lane Old Post Office, Kanak Mandi, Jammu	OM
8.	Irfan Rashid Shiekh	Late Abdul Rashid Shiekh	H.No. 44340, Devi Angan, Hawal Khanyal, Srinagar	OM
9.	Yawar Riyaz	Riyaz Ahmad Wani	H.No. 127, Bahaudin Sahib, Nowhatta, Khanyar, Srinagar	OM
10.	Vishali Devi	Darshan Lal	H.No.10, Rangpur, Trewa, Arnia, Jammu	OM/SC
11.	Awan Kohli	Manish Kohli	H.No. 421/422, Bakshi Nagar, Jammu	OM/EWS
12.	Shubam Gupta	Sham Lal Gupta	H.No.36/B, Vasanth Vihar, Talab Tillo, Jammu	OM
13.	Prikshat Shagotra	Dwarika Nath	H.No. 7, Shaheedi Chowk, Jammu	OM
14.	Rahul Kalotra	Ram Paul Kalotra	Ward No. 65, Gurha Brahmana, Bantalab, Jammu (North)	SC

15.	Shivani Kalsi	Trilok Raj	H.No.16, Krishna Nagar, Jammu	SC
16.	Munish Virdi	Manohar Lal Virdi	H.No. 333/A, Old Rehari, Jammu	OSC
17.	Umar Farooq	Farooq Ahmad Magray	Railway Colony, Nehama Kakpora, Pulwama	RBA
18.	Wahid Jalal	Jalal Ud Din Rather	Ranger, Chadoora, Budgam	RBA
19.	Imran Sameem Khan	Mohamad Sameem Khan	Niloosa, 20, Raja Mohalla/05, Boniyar, Baramulla	PSP
20.	Rajat Gupta	Satish Gupta	H.No. 396, Bakshi Nagar, Jammu	EWS
21.	Kamal Mishra	Late Ravi Kumar Mishra	H.No. 211-B, Krishna Nagar, Dogra Mohalla, Jammu	EWS

The appointees shall report to the Additional Secretary to the Government, General Administration Department (Establishment), within a period of twenty one (21) days from the date of issuance of this order failing which they shall forego their right to appointment, and the same shall be deemed to have been cancelled *ab-initio* without any further Notice.

The appointees shall be allowed to join only on the production of the following certificates (in original) to be verified subsequently:

- i) Academic/Qualification Certificates.
- ii) Matriculation/Date of Birth Certificate.
- iii) Health Certificate from the concerned Chief Medical Officer of the District.
- iv) Domicile Certificate issued by the Competent Authority.
- v) Valid relevant Category Certificate, if any, applicable.



The appointment of the above candidates shall further be subject to the following conditions:

- a. Each appointee shall give an undertaking in the shape of an affidavit to the effect that if on verification, his/her Qualification/Date of Birth/Reserved Category Certificates from the concerned issuing authorities is found fake/forged, his/her appointment as Junior Stenographer in the J&K Secretariat (Subordinate) Service shall be deemed to have been cancelled *ab-initio* and the legal action as warranted under rules shall be initiated against him/her.
- b. That if the candidate has taken loan for self employment from DIC/Employment Department, to be ascertained from the District Industries Centre (DIC) and District Employment & Counseling Centre of the domicile District, he/she shall relinquish the proprietorship of unit/enterprise and also stakes, if any, in such self employment unit/enterprise before joining the Government service. He/she shall be required to repay the entire loan liability in suitable EMIs to be worked out by the DDO concerned from his/her salary. DDO concerned shall obtain an affidavit from the concerned appointee regarding both relinquishment of proprietorship and stakes, if any, in such a self-employment

unit/enterprise and recovery to be made and also personally monitor its recovery.

- c. The salary of the appointees shall not be drawn and disbursed to them unless the satisfactory reports in respect of genuineness of Qualification/Date of Birth/Relevant Category Certificate is received from the concerned Authorities/Agency.
- d. The appointees shall be on probation for a period of two years.
- e. The appointment of the candidates shall be governed by the "New Pension Scheme" as notified vide SRO-400 of 2009 dated 24.12.2009.
- f. The inter-se-seniority of the appointees in the J&K Secretariat (Subordinate) Service shall be determined as per the J&K Civil Services (Classification, Control and Appeal) Rules, 1956.
- g. The appointment of the above appointees shall be subject to outcome of writ petition(s), if any, pending before Competent Court of law.

**By order of the Government of Jammu and Kashmir.**

**Sd/-**

(Sanjeev Verma) IAS

**Commissioner/Secretary to the Government**

No. GAD-ESTB/168/2023-09-GAD-Part(1)

Dated:25.07.2023

Copy to:

1. Principal Secretary to Hon'ble Lieutenant Governor, J&K.
2. Joint Secretary (J&K), Ministry of Home Affairs, Government of India.
3. Director, Information, J&K, with the request to kindly get this order published in two leading dailies both at Srinagar and Jammu for information of the concerned.
4. Director, Archives, Archaeology and Museums, J&K.
5. Director Finance, General Administration Department.
6. Director, Estates Department, Jammu/Kashmir.
7. Senior Superintendent of Police (Security), J&K Civil Secretariat.
8. Secretary, J&K Services Selection Board.
9. Private Secretary to Chief Secretary, J&K.
10. Private Secretary to Commissioner/Secretary to the Government, General Administration Department.
11. In-charge Website, GAD.
12. Concerned candidate for information and compliance.
13. Government Order/Stock/Personal files. "*Hindi and Urdu Versions shall follow*"

  
(Rohit Sharma) JKAS

Additional Secretary to the Government