



JAMMU AND KASHMIR PUBLIC SERVICE COMMISSION

Solina Srinagar, Kashmir - 190001

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Subject: Filling up of the posts of Superintendent Jail in J&K, Prisons Department.

Reference: HOME-Jail/25/2025-10-HOME(7619226) dated 18.02.2025

Notification No:- 06 -PSC (DR-P) of 2025
Dated :- 09 - 05-2025

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 (01) post, under OM category, of Superintendent Jail in Home Department of J&K (UT), in terms of J&K Prisons (Gazetted) Service Recruitment Rules, 2021 notified vide SO-90 and the Jammu and Kashmir Public Service Commission (Business and Procedure) Rules, 2021 as amended up-to-date.

IMPORTANT

- The Application Form together with instructions for filling up the Application Form will be available on the website of the Commission from **13.05.2025**.
- Candidates are advised to go through the instructions and all the eligibility conditions prescribed for the post before filling the online Application Form. Candidates are advised to update their One Time Registration before filling the application Form.
- Last date for filling of online Application complete in all respects along with the requisite fee (online mode only) is **12.06.2025**.
- 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, 2025**.
- Candidates can edit some of the fields in their online application form from **13.06.2025 to 15.06.2025 (11:59 PM)**.
- Candidates are not required to submit hard copy of the application form or any other documents to the Commission.
- 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.
- The tentative date of examination shall be notified separately.

2. Name of the post and scale of pay

S.No.	Name of the Post	Pay Level
01	Superintendent Jail	Level-8 (47600-151100)

3. Prescribed Qualification

Designation	Qualification
Superintendent Jail	<p>i. Post Graduation in Psychology/ Criminology/ Sociology/ Masters in Social Work from any recognized university</p> <p>ii. Physical Standards:-</p> <p>MALE Minimum Height-5'6" Minimum Chest-32"-33 ½"</p> <p>FEMALE Minimum Height-5'2"</p> <p>Physical fit The concerned authority viz, Concerned Divisional Medical Board may be approached to determine whether the candidate(s) is physically fit or otherwise.</p>

3. Age as on 1st January 2025

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

S.No	Category	Age limit	Not born after	Not born before
1	OM	40	01.01.2007	01.01.1985
4	In service candidate/Government	40	01.01.2007	01.01.1985

4. 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 by or before the last date for filling of the application form. Certificates issued after the last date prescribed for submission of online application form shall not be entertained.

5. 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.1200.00
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.

6. Documents to be uploaded

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

Documents (Mandatory):-

- a) Date of birth certificate (secondary School/Matric Certificate)
- b) Domicile Certificate of the UT of J&K.
- c) PG Degree certificate alongwith the consolidated marks card upto 05 leaves.

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

- a) In-service certificate signed by HOD

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

- a) M.Phil certificate alongwith result Notification.
- b) Ph.D Degree certificate.
- c) NCC ("C Certificate)/NSS (National Level two camps)

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 may be taken.

7. Selection/Criteria for the post of Superintendent Jail

The selection shall be made in terms of Rule 43(ii) of the J&K Public Service Commission (Business and Procedure) Rules, 2021, as amended vide Notification No. 05-PSC (DR-P) of 2023 dated. 09.02.2023. The Scheme of Examination and detailed syllabus is contained in Government Order No. 168-Home of 2024 dated 12.04.2024, and is available on the official website of the Commission (www.jkpsc.nic.in).

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

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- 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 JKPSA website 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 01.01.2025.
 - 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. Click on the "show examination" as shown against the respective post/examination you want to apply.
 - h. 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.
 - i. 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.
 - j. 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.

- k. 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.
- l. 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.
- m. 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.
- n. Candidates can pay the requisite fee through online mode in the "SUBMITTED APPLICATIONS" menu in their account.
- o. 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.
- p. The candidate would be able to get the printout of his/her submitted application only after the payment of the requisite fee and uploading of requisite documents.
- q. The JKPSC will not undertake detailed scrutiny of applications for the eligibility and other aspects at the time of written examination 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 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.
- r. 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.

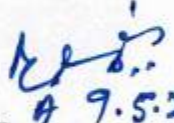
10. Action against candidates found guilty of misconduct

Candidates are advised not to 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 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 the specified actions given below render the candidate liable to criminal prosecution.
 - 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.


9.5.2025

Secretary

J&K Public Service Commission

No: PSC/DR/Suptt. Jail/2025

Dated: 09.05.2025

Copy to the: -

1. Financial Commissioner (Additional Chief Secretary) Home Department, Civil Secretariat, Jammu
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.
3. P.S. to Chairman, J&K Public Service Commission for information of the Hon'ble Chairman.
4. PA to Controller of Examination for information of the Controller of Examination.
5. In charge website, J&K Public Service Commission for uploading of the Notification on the website.
6. In charge Camp Office, Srinagar for pasting the notice on the notice board.
7. Notice Board, J&K Public Service Commission, Srinagar/Jammu.
8. Stock file/Main file.