

Government of Jammu and Kashmir  
**Finance Department**  
Civil Secretariat, Jammu

Subject: - Appointment of Multitasking Staff (Orderly) in the Finance Department.  
Ref :- i) Letter No.SSB/Secy/Class-Iv/2021/6273/78 dated 18-10-2022 of Service Selection Board J&K.  
(ii) O.M No. GAD/MTGORBIV/267/2022-09-GAD dated 27.10.2022, received from Monitoring Section, General Administration Department.

**Government Order No: - 04 -FD of 2023**  
**Dated :- 11 -01- 2023**

On the recommendations of J&K Services Selection Board, sanction is hereby accorded to the appointment of **Mr. Hazim Ahmad Khan S/o Abdul Rashid Khan R/o 110 Kharmohalla Pushroo Anantnag, figuring at Serial No. 3221, Category- RBA as Multitasking Staff (Orderly), UT Cadre in J&K Accounts & Treasuries Department** on temporary basis in the pay level SL-1 (Rs 14800-47100).

The appointee shall report to the concerned HoD within a period of twenty one (21) days from the issuance of this Order and if the candidate fails to join within the stipulated time, he shall forego his right to appointment, and the same shall be deemed to have been cancelled ab-initio without any further Notice.

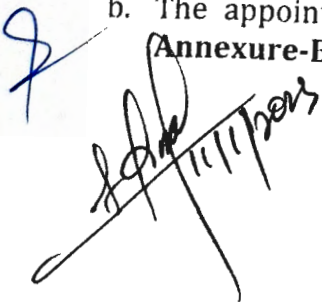
The appointee shall be allowed to join only on the production of the following certificates (in original) to be verified subsequently:

- i. Academic /Qualification Certificates.
- ii. Matriculation/Date of Birth Certificate.
- iii. Health Certificate issued by Chief Medical Officer of the concerned District.
- iv. Domicile Certificate issued by the Competent Authority.
- v. Certificate from the District Industries Centre (DIC) and District Employment and Counseling Centre to the effect that no loan under self employment scheme has been availed by the appointee concerned.
- vi. Valid relevant Category Certificate, if any applicable

The appointment of the candidate shall further be subject to the following conditions:-

- a. The clearance received from the Criminal Investigation Department (CID), J&K is provisional and it shall be mandatory for the appointee to fill in the Verification Rolls (V-Rolls), as available through online mode under the Electronic Employee Verification System (EVS). Any false information provided by the appointee, or an adverse finding subsequent to the V-Roll submitted electronically shall result in cancellation of appointment ab-initio, without any further notice.

- b. The appointee shall furnish an undertaking in the shape of an affidavit as per **Annexure-B** to this order;



- c. The salary of the appointee shall not be drawn and disbursed to him unless the satisfactory reports in respect of genuineness of qualification/Date of Birth /relevant category certificate and Final Character & Antecedents Report is received from the concerned Authorities/Agencies.
- d. The appointee shall be on probation for a period of two years.
- e. The appointment of the candidate 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 appointee shall be determined as per the J&K Civil Services (Classification, Control and Appeal) Rules, 1956, based on the merits drawn by the JKSSB.
- g. The appointment of the above appointee shall be cancelled ab-initio, if it is found that he possesses higher qualification than the prescribed one at any stage and he shall also be liable for criminal prosecution under law.
- h. The appointment of the above appointees shall be subject to the outcome of writ petition(s), if any, pending before the Competent Court of law.

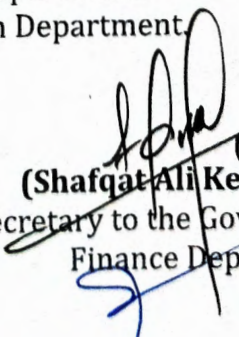
**By order of the Government of Jammu and Kashmir.**

**Sd/-  
Secretary  
Finance Department.  
Dated: - /1 .01.2023**

**No: 7055348 FD-Cord/292/2022-03-FD**

**Copy to the:-**

1. Joint Secretary (J&K), Ministry of Home Affairs, Government of India.
2. Secretary to the Government, General Administration Department.
3. Secretary to Hon'ble Lieutenant Governor.
4. Director General, Accounts & Treasuries, J&K.
5. Secretary, J&K Service Selection Board.
6. Private Secretary to the Chief Secretary, J&K.
7. Private Secretary to Administrative Secretary, Finance Department.
8. I/c Website, Finance Department/General Administration Department.
9. Concerned.
10. Government Order file (w.2.s.c).

  
**(Shafiqat Ali Keen), JKAS**  
Under Secretary to the Government,  
Finance Department

**Affidavit**

I \_\_\_\_\_ S/o, D/o, Shri \_\_\_\_\_ R/o \_\_\_\_\_

Aadhaar No. \_\_\_\_\_ do hereby undertake as under:

1. That, if on verification, my qualification/Date of Birth/Reserved Category Certificates from the concerned issuing authorities is found fake/forged, my appointment as Orderly in the J&K Secretariat (Subordinate) Service shall be deemed to have been cancelled *ab-initio*.
2. That, I have no criminal records and do not face any criminal proceedings in any Court of Law. If this is found to be incorrect, I shall be liable for removal from the provisional appointment as Multitasking Staff (Orderly) in the \_\_\_\_\_ Department
3. That, if at any later stage, it is found that I am in possession of lower/higher than the prescribed qualification, my appointment as Multitasking Staff (Orderly) shall be liable for cancellation;
4. That, in case any statement as at (1) to (3) above is proved to be false, I shall be liable for disciplinary proceedings under law.

Deponent

Verification:

The averments mentioned herein above are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Deponent