



# UNIVERSITY OF JAMMU

## ORDER

In pursuance to order No. Estab./25/22260-68 dated 27/03/2025 and on the recommendations of the Screening Committee, the Vice-Chancellor has been pleased to authorize placement of the following incumbents in the 1<sup>st</sup> Step under Three Tier Career Advancement Scheme in their personal capacity without change in their designation w.e.f. the date mentioned against each as under: -

S. No.	Name of the employee with emp. No. (S./Sh./Ms.)	Date of joining in supernumerary post in pay level SL 1 (14800-47100)/regularization in substantive post in Pay Level SL 1 (14800-47100)	Due date of 1 <sup>st</sup> Step CAS in Pay Level 1 (18000-56900) after 8 years w.e.f.
1.	VIVEK CHIB/ N-3167	26/02/2016 (as Helper) 27/09/2022 (as Mali)	01/04/2024
2.	VARINDER SINGH/ N-3214	15/09/2016 (as Helper) 06/09/2021 (as Mali)	15/09/2024
3.	JASWANT SINGH/ N-3059	01/09/2015 (as Helper) 30/04/2019 (as Mali)	01/04/2024
4.	DEEPAK KUMAR/ N-3150	26/02/2016 (as Helper) 06/09/2021 (as Mali)	01/04/2024
5.	SANJAY KUMAR/ N-3070	01/09/2015 (as Helper) 13/02/2020 (as Cleaner)	01/04/2024
S. No.	Name of the employee with emp. No. (S./Sh./Ms.)	Date of joining in supernumerary post in pay level SL 1 (14800-47100)/regularization in substantive post in Pay Level SL 3 (16900-3500)	Due date of 1 <sup>st</sup> Step CAS in Pay Level 2 (19900-63200) after 8 years w.e.f.
1.	GANESH DUTT/ N-3158	26/02/2016 (as Helper) 01/02/2024 (as Library Attendant)	01/04/2024
2.	SANDEEP KUMAR/ N-3181	26/02/2016 (as Helper) 04/02/2025 (as Library Attendant)	01/04/2024
3.	SURJEET SINGH/ N-3083	01/09/2015 (as Helper) 09/09/2021 (as Laboratory Attendant)	01/04/2024
4.	SURJEET SINGH/ N-3170	26/02/2016 (as Helper) 31/01/2024 (as Laboratory Attendant)	01/04/2024
5.	MUKESH KUMAR/ N-3242	09/01/2017 (AN)(as Helper) 23/11/2017 (as MTS)	10/01/2025
S. No.	Name of the employee with emp. No. (S./Sh./Ms.)	Date of joining in supernumerary post/regularization in substantive post in Pay Level L 2 (19900-63200)	Due date of 1 <sup>st</sup> Step CAS in Pay Level 4 (25500-81100) after 8 years w.e.f.
1.	GOPAL DASS/ N-3456	01/04/2016 (as Helper) 19/02/2025 (as Driver)	01/04/2024

Pay of the above incumbents will be fixed under the provisions of the Jammu & Kashmir Civil Services (revised pay) Rules, 2018.

The incumbents placed in the 1<sup>st</sup> step shall be eligible to exercise their option to avail of the promotional benefits (non-functional) immediately after the date of placement in the 1<sup>st</sup> step.

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Office of the Director, CIESM  
No. 193  
Date 9/6/24  
University of Jammu

defer the same following the date of next annual increment. Such incumbents shall communicate their options in writing to the Establishment section-NTW within a period of the one month from the date of issuance of order. The option once exercised shall be treated as final.

The employees placed in the 1<sup>st</sup> step shall continue to hold their designation till such time they are promoted subsequently against the higher post in their respective category. In that case, their designations shall be changed and the 1<sup>st</sup> step scale held by them in their personal capacity shall be declared substantive from the date of such promotion without any change in their pay being drawn in the said scale.

By order,

  
REGISTRAR  


No. Estab./25/ 4721-38  
Dated 06/06/2025

Copy to: -

1. Special Secretary to Vice-Chancellor for the information of Worthy Vice-Chancellor.
2. Sr. P.A. to Registrar for the information of Worthy Registrar.
3. Director, Centre for IT Enabled Services & Management with the request to get it updated on the Samarth Portal.
4. Chief Accounts Officer.
5. All Controlling Officers.
6. Assistant Registrar (Budget)
7. Concerned
8. Guard file.

Copy to: -

