

Subject: - Appointment of Class-IV - Orderly in District Cadre Kishtwar.

Order No.CEO/Estt/2018/245.
DATED 27-04-2018.

As recommended by the Chairman District Level Selection Committee Kishtwar District Election Officer (Dy.Commissioner) Kishtwar, sanction is hereby accorded to the temporary appointment of the following persons as orderlies on Class-IV posts in the Pay Scale Rs.4400-7440+ Grade Pay 1300/- in the J&K Election Department with immediate effect:-

S. No.	Name of the appointee	Parentage	Category	Residence	Name of the cadre	Name of the office
1.	Adity Gupta	D/o Pawan Kumar	OM	Shakti Nagar	District Kishtwar	District Election Officer Kishtwar
2.	Arif Mustaq	S/o Mustaq Ahmed	RBA	Sangrambhata Poochal	District Kishtwar	District Election Officer Kishtwar

2. The appointee shall report to the District Election Officer, Kishtwar for duty. In case any appointee fails to join within the stipulated period of 21 days, his/her appointment shall be cancelled without any further notice.

3. They shall be allowed to join only on production of the following certificates/documents in original which shall be verified subsequently from the concerned quarters:-

1. Academic qualification certificates.
2. Date of Birth Certificate.
3. Health Certificate, issued by the Competent Authority.
4. Permanent Resident Certificate.
5. Relevant Category certificate (in case the appointee belongs to Reserved Category.)

6. Certificate from General Manager, District Industries Centre concerned and Deputy Director Employment concerned to the effect that no loan is outstanding against the appointee under any scheme.

4. The appointment of the above as orderly shall further be subject to the following conditions:-

- a) The appointee shall give an undertaking, duly attested by Judicial Magistrate, to the effect that in case adverse report about his/her Character and Antecedents is received from the CID, J&K to whom a reference shall be made by the department, the appointment shall be deemed to be cancelled ab-initio and he/she shall have no claim on his/her appointment.
- b) The verification report of Qualification Certificate/Reserved Category Certificate (wherever necessary) from the concerned quarters/issuing authority and if any of these are found to be invalid, fake or incorrect, the appointment shall be deemed to be cancelled ab-initio and he/she shall have no claim on his/her appointment.

The salary of the appointee shall not be drawn and disbursed unless satisfactory report in respect of (a) and (b) above is received. The appointment of the above shall be governed by the "New Pension Scheme" and SRO. 202 of 2015 dated 30-06-2015.

5. The appointee shall be on probation for a period of five years.

6. The inter-se-seniority shall be in the order in which the appointee appears herein above.


(Shaleen Kabra) IAS
Chief Electoral Officer,
J&K, Jammu

No. 4184 /Estt/Apptt/2018/218-23.
Copy to:-

Dated 27-04-2018

1. Commissioner/Secretary to Govt. General Administration Department, J&K for information.
2. District Election Officer, (Dy. Commissioner) Kishtwar for information.
3. Accounts Officer O/o Chief Electoral Officer, J&K Jammu for information.
4. Adity Gupta D/o Sh. Pawan Kumar R/O Shaktin Nagar Kishtwar for information and compliance.
5. Sh. Arif Mustaq S/o Sh. Mustaq Ahmed R/o Sangrambhata Poochal Kishtwar for information and compliance.
6. Office Order file.