

UNION TERRITORY OF JAMMU AND KASHMIR

Office of the Superintendent Industrial Training Institute, R.S.Pura
(Website:-www.itirspura.in)------(E-mail:-itirspura@gmail.com)
Phone No. /Fax:-01923-252409

ADVERTISEMENT NOTICE FOR ENGAGEMENT OF GUEST FACULTY

Applications are invited from interested and eligible candidates for engagement of Guest Faculty to conduct classes of Stenographer Secretarial Assistant (English) Trade under Normal Scheme for the academic session 2023-24. Qualified and eligible candidates can submit their application forms along with self attested documents in the office of Superintendent Govt.ITI R.S.Pura by or before 31-08-2023. The selection of the candidate will be done strictly on the basis of merit, higher relevant qualifications and experience as per guidelines set by the Director, Skill Development, Department J&K from time to time. All details along with terms and conditions is as under:-

S.No.	NAME OF THE POST	SCHEME	MINIMUM PRESCRIBED QUALIFICATION
1	Guest Faculty "Stenographer Secretarial Assistant (English) Trade"	Normal	<ul style="list-style-type: none">▪ B.Voc/Degree in Commerce/Arts(with short-hand & Typing) from a UGC recognized university with 01 year experience in relevant field. <p style="text-align: center;">OR</p> <ul style="list-style-type: none">▪ Diploma (Minimum 2 years) in Commercial Practice from recognised board or relevant Advanced Diploma (Vocational) with 02 year experience in relevant field. <p style="text-align: center;">OR</p> <ul style="list-style-type: none">▪ NTC/NAC Passed in the trade of Stenographer Secretarial Assistant (English) with 3 years experience in the relevant field. <p>Essential Qualification: Relevant National Craft Instructor Certificate (NCIC) in any of the variants under DGT.</p>

Terms & Conditions:-

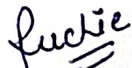
- 1- The criteria for the engagement and remuneration to be paid shall be strictly followed as per different guidelines issued from time to time by Directorate of Skill Development J&K.
- 2- The arrangement shall be purely on temporary basis up to the conclusion of the academic session (2023-2024) and in case the appointment is made by the Competent Authority or some internal arrangement is made by the Higher Authority, the arrangement will also be ceased automatically.
- 3- The Engagee shall have to execute an undertaking with the Department duly attested by Judicial Magistrate that he/she shall have no preferential claim for continuation/extension/re-assignment/permanent absorption/appointment in the department.
- 4- The services of engagee shall be terminated without any prior notice whenever engagement period expires/Non-performance of candidate/regular appointment by JKSSB/transfer made by the department whichever is earlier.

NO:-ITI/RSP/112/579-81

Dated: - 17/08/2023

Copy to the:-

- 1- Joint Director, Information Department, Jammu with the request to publish the said notice in leading newspaper for its wide publication.
- 2- Joint Director, Skill Development, Jammu for information.
- 3- I/c Website.
- 4- Notice Board.


Superintendent
Industrial Training Institute
R.S.Pura

Annexure-A advertisement Notice No:- _____ Dated:- _____

APPLICATION FORM FOR ENGAGEMENT OF GUEST INSTRUCTOR IN GOVT. ITI R.S.PURA

1. Name of the Candidate _____

(in block letter)

2. Father's Name _____

(in block letter)

3. Address(as per PRC) _____

4. Date of Birth

5. Trade for which applied _____

6. Qualification Details:-

A-Academic

S.No.	Examination Passed	Year of Passing	Name of the Institute/University/ Board	Total Marks	Marks Obtained	Aggregate %age

B-Technical

S.No.	Examination Passed	Year of Passing	Name of the Institute/University/ Board	Total Marks	Marks Obtained	Aggregate %age

7. Experience, if any _____

8. Contact Number of the Applicant _____

Paste a recent
passport size
photograph

Signature of applicant

Note: - Self attested photocopies of each documents shall be attached with the application form along with Domicile Certificate.