

UNIVERSITY OF JAMMU

ORDER

Subject: - Final seniority list of Sr. Personal Assistants and Personal Assistants working in the University of Jammu.

WHEREAS, a provisional seniority list of Sr. Personal Assistants and Personal Assistants working in the University of Jammu, as stood on 01.09.2023, was notified vide Order No. Estab/23/12603-702 dated 04.09.2023 for information of all the concerned employees:-

AND WHEREAS, it was inter-alia, mentioned in the above referred order that :-

(a) In case any concerned employee has any objection with regard to his/her particulars, qualifications or position in the seniority list, he/she may send a representation to that effect within 10 days from the date of the issuance of this circular through his/her Controlling Officer alongwith the documentary proof for consideration.

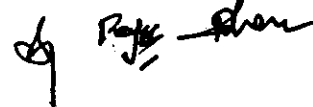
(b) In case no intimation is received from the concerned within the specified time, it will be presumed that the particulars and positions shown in the list are correct.

NOW, THEREFORE, after making necessary corrections as per the representations received, a final senior list of Sr. Personal Assistants and Personal Assistants working in the University of Jammu as stood on 01.09.2023 forming annexure to this order is hereby notified and circulated among all the concerned employees for their information. Particulars mentioned in the seniority list shall be subject to further verification from the service book and certificates of the concerned officers.

By Order,


Assistant Registrar (Estab.)

No: Estab/23/14300-479
Dated: 21-09-2023



Copy to :-

1. Special Secretary to the Vice Chancellor, JU for the kind information of the worthy Vice Chancellor please
2. Sr. P.A. to the Dean Academic Affairs/Dean Research Studies
3. Sr. P.A. to the Registrar/Controller of Examinations
4. Director, DDE/CDC/DLL/DIQA/Physical Education/HRDC/ Centre for Studies in Museology & Sheikh Noor-ud-Din-Noorani Museum of Heritage/DSRS/ Centre for History of Culture of Jammu & Ladakh Region/ SHTM/ ICCCR&HRM/School of Visual and Performing Arts, Design and Architecture/Centre for Women's Studies/ Centre for IT Enabled services & Management
5. Dean Student Welfare/Provost (Boy's/Girl's Hostel)/Dean Student Placement
6. All Rectors/Directors, Offsite Campuses
7. All Heads of the Teaching Departments of the University
8. I/C Librarian, Dhanvantri Library
9. I/c General Zorawar Singh Auditorium
10. I/c Director, Computer Centre
11. Programme Coordinator, NSS
12. Chief/Deputy Proctor of University
13. Medical Officer, UHC

Centre for IT

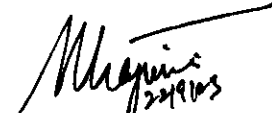

University of Jammu

Final Seniority list of Private Secretaries/Senior P.A.s

Sanctioned strength as on 01.09.2023 = 17

S. No.	Name of employee & Employee No. & Parentage (S/Sh./Ms./Smt.)	Officers with Whom attached	Qualification	Date of Birth	Date of 1 st appointment	Date of appointment at present post	Remarks
1.	Ram Lal S/o Sh. Khushi Ram E. No. N-7	Office of Controller of Examinations	Matric	10.04.1965	19.09.1988 (A.N)	07.04.2008	
2.	Raghib Singh Bandral S/o Sh. Nanak Singh (N-13)	DSW	M.A.	01.10.1963	01.01.1986 03.04.1993 (ST) 27.06.2007 PA	03.02.2016	
3.	Pervesh Kumar S/o Sh. Baldev Raj (N-349)	Office of the Registrar	12 th , ITI	15.10.1964	03.03.1990 03.04.1993(ST) 07.04.2008(PA)	01.04.2016	
4.	Suresh Kumar S/o Sh. Chuni Lal Gupta (N-901)	O/o DAA	B.Com. 1 yr course in Adv. Computer Application.	04.08.1966	18.05.1987 (J.A.) 15.01.1994 (ST) 07.04.2008 (PA)	01.06.2016	
5.	Raj Kumar Pandith S/o Pt. Dev Ram (N-871)	Computer Science & IT	B.A, Diploma in Computers in Office Management	08.03.1964	04.07.1995 (ST) 07.04.2008 (PA)	01.06.2016	Working in Centre for ITES&M
6.	Ravinder Singh S/o Sh. Man Singh (N-642)	Zoology	B.Com.	03.05.1968	28.06.1995 (ST) 07.04.2008 (PA)	12.04.2017	
7.	Om Parkash Sharma S/o Sh. Krishan Dutt Sharma (N-719)	O/o Joint Registrar (Finance)	B.Com.	23.05.1965	29.06.1995 (ST) 07.04.2008 (PA)	01.05.2017	
8.	Surinder Singh S/o Sh. Gurcharan Singh (N-352)	Dogri	M.A.	15.06.1965	01.06.1993 02.02.1999 (ST) 01.08.2009 (PA)	01.02.2018	
9.	Dimple Kumar S/o Sh. Amar Nath (N-1431)	O/o the Registrar	B.Sc., M.A. (Sociology)	25.12.1971	01.03.2001 (ST) 13.10.2010 (PA)	01.06.2018	

10.	Ramesh Chander S/o Sh. Sain Dass (N-1432)	CDC	B.A.	01.10.1967	01.03.2001 (ST) (A.N) 12.08.2011 (PA)	01.05.2019	SC
11.	Gurcharan Singh S/o Sh. Darshan Singh (N-1433)	Punjabi	B.A	27.12.1969	08.03.2001 (ST) 08.05.2014 (PA)	01.05.2019	
12.	Jyoti Aima D/o Sh. R. N. Aima (N-1429)	DIQA	B.Sc., M.A. (English)	28.07.1970	01.03.2001 (AN) (ST) 19.05.2014 (PA)	02.03.2020	
13.	Daleep Singh S/o Sh. Angrez Singh (N-450)	Geography	B.Com.	27.04.1966	31.05.1993 (J.A.) 01.03.2001 (ST) 29.12.2014 (PA)	11.05.2020	
14.	Ashish Kapoor S/o Sh. S. D. Kapoor (N-480)	Education	B.Com.	08.05.1971	01.03.2001 (ST) 21.05.2015 (PA)	01.01.2021	
15.	Sumit Sharma S/o Sh. Bhushan Kumar Sharma (N-1416)	Vice-Chancellor's Secretariat	B.A.	21.09.1973	01.08.2000 (J.A.) 18.12.2003 (ST) 03.02.2016 (PA)	06.12.2021	
16.	Reeta Koul D/o Sh. Om Krishen Koul (N-1441)	Bio-Technology	B.Sc. B.Ed.	17.11.1971	14.03.2001 18.12.2003 (AN) (ST) 01.03.2016 (PA)	02.05.2022	
17.	Popinder Singh S/o Sh. Joginder Singh (N-1729)	Works Department	B.A.	11.08.1984	17.02.2009 (ST) 01.04.2016 (PA)	03.10.2022	


Assistant Registrar (Estab)


UNIVERSITY OF JAMMU

FINAL SENIORITY LIST OF PERSONAL ASSISTANTS

Total Sanctioned Strength as on 01.09.2023 = 16

Filled – 01

Vacant - 15

S. No.	Name of the Employee, Emp No. & Parentage (S/Sh/Ms/Smt)	Attached with/sanctioned post	Qualification	Date of Birth	Date of 1 st appointment	Date of 1 st appointment as Steno-Typist	Date of present appointment	Remarks
1.	Mamta Chalotra D/o Sh. Harbans Lal (N-1731)	Hindi	B. Sc., Diploma in S P & O M, M.Sc. Mathematics	01.01.1979	17.02.2009	17.02.2009	01.06.2016	


Assistant Registrar (Estab.)

