# Centre for IT Enabled Services & Management
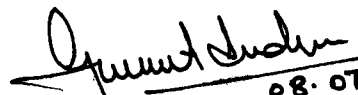## UNIVERSITY OF JAMMU, Jammu-180006
### (NAAC Accredited A++ University)

## CIRCULAR

This is in continuation to the circular No: JU/E-Gov./24-25/372-471 dated: 15.05.2024, No: JU/E-Gov./24-25/472-571 dated: 15.05.2024 and No: JU/E-Gov./24-25/ 679-778 dated: 01.07.2024 regarding information for all the **Teaching Faculty, Officers & Non-Teaching staff** of the University of Jammu, Main Campus/ Offsite Campuses that their Samarth Employee Accounts have been created by the Centre for IT Enabled Services & Management and the same is active and has been shared on your e-mail Ids. The Personal Information of the employees on the Samarth User Account includes the following details:

- Personal Details
- Education & Qualification
- Public Profile
- Documents
- Service
- SAR

- Research
- Knowledge
- Training
- Travel History
- Time Table
- History

All the **Teaching Faculty, Officers & Non-Teaching staff** are therefore requested to kindly update/ complete their personal information at the earliest. In case of any discrepancies/ queries, kindly contact the undersigned.

Ref No. CIT/JU/2025/1482-1581

Dated: 08/07/2025

(Dr. Guneet Singh Sudan)
Director, CITES&M

Copy to:

1. Special Secretary to Hon'ble Vice Chancellor, University of Jammu for information.
2. Sr. P.A. to the Dean Academic Affairs/ Dean Research Studies
3. Sr. P.A. to the Registrar/Controller of Examinations
4. Director, CDC/DDE/DIQA/DLL/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. Programmer Coordinator, NSS
12. All Joint/Deputy/Assistant Registrars
13. All Wardens of the University Hostels
14. Executive Engineer, UWD
15. Manager Guest House
16. Medical Officer, UHC
17. President Teaching Association
18. President Non-Teaching Association
19. President Non-Gazetted Association
20. File for Records.