GOVERNMENT OF JAMMU AND KASHMIR
JAMMU AND KASHMIR SERVICES SELECTION BOARD
Muthi, Akhnoor Road, Jammu/ZamZam Complex Rambagh, Srinagar
(www.jkssb.nic.in)

NOTICE

Subject: Instructions for submission of application forms for the advertised (2863) posts in various Department(s).

The J&K Services Selection Board, vide Advertisement Notification No. 09 of 2026 dated: 01.09.2026, has advertised **2863 posts in various Department(s)** for inviting application from eligible candidates, who are in possession of a valid Domicile Certificate and other eligibility conditions as mentioned in the Advertisement Notification.

The aspirants can submit the application forms through the online portal of JKSSB as per the following details:

Submission of Application Forms	Last Date for receiving Fee Online
14.10.2026 (12:00 AM) **to** **12.11.2026 (11:59 PM)**	**14.10.2026 (12:00 AM)** **to** **12.11.2026 (11:59 PM)**

The necessary instructions for filling up of online applications in this regard are as under:

1) Candidates are required to apply through online mode only, by accessing the website of JKSSB *www.jkssb.nic.in.* No other means/mode of application will be accepted.

2) All the candidates shall be required to register on the Portal by clicking on **'Log-in (Apply on Various Posts)'** tab available on the Board/JKSSB website.

3) Candidates are required to have a valid e-mail ID and Mobile Number for registering by clicking on **"New User / Sign Up"** and creating login credentials. The same shall be validated using OTP (One Time Password) based verification on e-mail and if the verification code is not working, the candidates

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are required to resend the verification code for account activation by clicking on **"Get Activation Code".**

4) Candidates are advised to use their username only, generated while registration of their application form or received with the account activation mail instead of their e-mail ID.

5) After registering/creating login credentials, the candidates shall complete their OTR (One-Time Registration) form. After the completion of OTR form, the candidates shall click on **'Active Advertisement'** tab and then click on **'Apply'** tab for submitting the application form for the advertised posts.

6) The candidates shall carefully fill in all correct information in various columns and click on 'SAVE & CONTINUE'.

7) **Candidates are advised to upload their Live Photograph as per details mentioned in *Annexure-"A".***

8) A clear **Signature of the candidate** shall be uploaded with following specifications:

- *Size of Signature (Max size- 10 KB to 20 KB) (Ht.X Wd=1.5 X 3.5 cms).*

9) The candidate shall ensure that all the required fields are filled up with correct information, before final submission of the application form. Once submitted, the Application Form cannot be edited by the candidates. They shall be personally responsible for filling the details in the Online application form and the information/details furnished by the candidates shall be treated as final for the purpose of determining the eligibility/claims of the candidates. No claim on account of wrong/non-filling of information shall be entertained subsequently. Benefits related to category, weightage etc. shall be claimed only upon filling of same in the application form and the possession of the valid, within the cut-off date certificate to this effect and no such claim shall be entertained at any subsequent stage.

10) Candidate's Application will be considered incomplete if fee is not paid for

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that application form. Fees shall be paid only by **Net banking/Debit Card/UPI/Credit Card Options:**

- *After successful completion of the form, the candidates shall be shown **"Pay Now"** link for making the online application fee payment. Candidates are advised to check the status of the fee as '**Submitted**' on their dashboard.*
- *The options will be available after clicking on Pay Now link. Candidate can pay using **Net banking, Debit Card, UPI, Credit Card,** as Online Payment options.*

11) No hard copy or print out of the filled application form is required to be submitted by the candidates, except at the stage of DV, only in respect of the shortlisted candidates, after the conclusion of the examination. However, **In-service candidates** shall submit print out of filled online application form along-with duly filled, signed and stamped Certificate given at last paragraph of the application form through proper channel (TPC).

12) Candidates must include the Payee name and Account Number while submitting payment representations to this department/office.

13) **Candidates are advised to give their preferences for the posts of Class-IV (MTS) (under various Items) and Sanitation Worker (under various Items) separately, in online mode only. Candidates are also informed that Preferences (Cadre and Department) once submitted by the candidates in the online application form shall be non-editable. Even in case, Edit option facility is provided, the preferences once submitted by the candidates in the Online application form shall remain non-editable. As such, the candidates are advised to fill up preferences in Online Application form very carefully.**

14) **The application fee/payment should be successfully submitted by the closing time strictly. As such, candidates are advised in their own interest to submit online applications much before the closing date and not to wait till the last date to avoid the possibility of disconnection/ inability or failure to login to the online application**

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portal on account of heavy load on the website during the closing days.

15) Candidates are advised to submit their representations regarding any queries related to submission of online application form through online mode only at the given below e-mail address-

a) Official e-mail viz *ssbjk-grievance@jk.gov.in*

b) Helpdesk/ Landline of JKSSB – 0191-2461335 (Jammu)
0194-2435089 (Srinagar)

Helpdesk/ Landline of NIC – 9107706766

Sd/-
(Khurshid Ahmad Sanai) JKAS,
Secretary,
J&K Services Selection Board.

No. JKSSB-PLAN/6/2025-03 (E-7661495) Dated: 09.10.2026

Copy to the:

1. Financial Commissioner (Additional Chief Secretary), Estates Department, Civil Secretariat, Jammu/Srinagar.
2. Financial Commissioner (Additional Chief Secretary), Agriculture Production Department, Civil Secretariat, Jammu/Srinagar.
3. Financial Commissioner (Additional Chief Secretary), Public Works (R&B) Department, Civil Secretariat, Jammu/Srinagar.
4. Principal Secretary to Government, Home Department
5. Commissioner/Secretary to Government, General Administration Department.
6. Commissioner/Secretary to the Government, Transport Department.
7. Commissioner/Secretary to the Government, Higher Education Department.
8. Secretary to the Government, Culture Department.
9. Secretary to the Government, Department of Floriculture, Gardens and Parks.
10. Secretary to the Government, ARI & Trainings Department.
11. Divisional Commissioner, Kashmir/Jammu.
12. Director Employment, J&K.
13. Director, Information and Public Relations, J&K for publishing this Notice in all leading dailies of J&K for three consecutive days.
14. Additional Resident Commissioner, J&K Government, 5-Prithvi Raj Road, New Delhi.
15. Director, Door Darshan Kendra, Jammu / Srinagar for telecasting the substance of the notice for three consecutive days in addition to the Rozgar Bulletin.

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16. Director, Radio Kashmir Jammu/ Srinagar/Bhaderwah/Kupwara for airing this Notice on air for three consecutive days in addition to the Rozgar Bulletin.
17. All Members, J&K Services Selection Board.
18. Controller of Examinations, J&K Services Selection Board.
19. Administrative Officer, J&K Services Selection Board, Srinagar/Jammu.
20. In-Charge, Planning Section, J&K Services Selection Board.
21. Private Secretary to the Chief Secretary, J&K.
22. PA to the Chairman, J&K Services Selection Board.
23. In-Charge Website, J&K Services Selection Board.

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Annexure-"A"

- Live face capture using your **device camera** is **mandatory**.
- The application **cannot be submitted** without successful face verification.
- Uploaded photographs or screenshots are **NOT allowed** for this Advertisement.
- Use a **working camera** (laptop webcam or mobile camera).
- Allow **camera access** when prompted by the browser.
- Ensure a **stable internet connection** during face capture.
- Supported browsers: **Chrome / Edge / Firefox (latest versions)**.
- Sit in a **well-lit area** with **even lighting on your face**.

Avoid:

- Very dark rooms
- Bright backlight or sunlight behind you
- Harsh shadows on the face

Your face should be **clearly visible and sharp**, not blurred.
Look **directly at the camera**.

Keep your face:

- Centered in the frame
- Straight (do not tilt head)
- Close enough (face should cover most of the frame)

Only one face must be visible.

Do **NOT** wear or use:

- Masks, caps, hats, or helmets
- Sunglasses or dark glasses
- Face coverings or hands on face
- Printed photographs or mobile screen images

Any obstruction may lead to verification failure.

The system may ask you to retry if quality checks fail.

If verification fails, follow the **on-screen message** (e.g., improve lighting, move closer).
You may retry the live capture until verification is successful.
Do not refresh or close the page during capture.

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