



Employment Notice

Shri Mata Vaishno Devi Shrine Board, a statutory autonomous body, invites applications from eligible and interested candidates for the following posts:

S. No.	Post	Pay Scale	No. of Posts	Qualification required to be possessed by the applicants	Application fees (in the shape of Demand Draft)
1	Assistant Manager	Level-11 (35900-113500)	08	1st class Bachelor's degree in any discipline with PGDBM or Masters in Business Administration (MBA) Desirable: Knowledge to operate Computer and good communication skills	Rs. 300/-

The age of the applicant as on date of publication of notice shall not be below 18 years and above 40 years.

The appointment shall be on 'Term Employment' basis initially for a period of one year which may be further extended subject to satisfactory performance etc. and shall be governed by the service conditions prescribed by the Shrine Board. The interested candidates may apply to the Chief Executive Officer, SMVDSB, Central Office, Katra (J&K)-182301 **by or before 07.10.2023** alongwith self attested copies of the following documents:

- Application with complete Bio-Data (in original).
- Qualification Certificates/ Degree(s)
- Experience certificate (if any).
- Proof regarding date of birth.
- Two self attested passport size photographs.
- Demand Draft (in original)

The application form (alongwith afore-said documents) and Demand Draft amounting to Rs. 300/- in favour of FA/ Chief Accounts Officer, SMVDSB, Katra can be either deposited at Central Office, SMVDSB, Katra or can be sent by post, but in each case should reach Central Office, SMVDSB, Katra by or before the stipulated date.

The candidates are advised to check the Shrine Board's website (www.maavaishnodevi.org) from time to time for any update in this regard. No separate postal communication shall be sent to the candidates.

Note: Incomplete forms and application forms received after the stipulated date shall be outrightly rejected

Adv. No: 07/2023
Dated: 15.09.2023

Sd/-
(Dr. Sunil Sharma), JKAS
Joint Chief Executive Officer