

**Government of Jammu and Kashmir**  
**Health and Medical Education Department**  
**Civil Secretariat, J&K, Jammu.**  
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Subject:- Notification of minimum qualification for recruitment and method of recruitment in respect of non gazetted posts of Drug and Food Control Organization, J&K.

**Government Order No:-//3-JK(HME) of 2021**  
**Dated :- 15-02-2021**

WHEREAS, the Drugs and Food Control Organization, J&K was established as an independent organization in the year 1987 when it was separated from Health Services Department;

AND WHEREAS, vide Government Order No. 39-HME of 2008 dated 11.01.2008, followed by different Government Orders, issued from time to time, the last one of which was issued vide Government Order No.480-HME of 2019 dated 16.05.2019, the minimum qualifications for recruitment and method of recruitment has been notified in respect of the non-gazetted posts of the Organization ;

AND WHEREAS, vide Government Order No. 527-HME of 2019 dated 04.06.2019, the Drugs and Food Control Organization, J&K was reorganized by way of re-designation of posts, creation of posts and up-gradation of posts. These included the changes at the non gazetted level also;

AND WHEREAS, subsequently vide Government order No. 676-JK(HME) of 2020 dated 08.09.2020, the nomenclature of the post of Food Inspector and Assistant Public Analyst have been changed as Food Safety Officer and Assistant Food Analyst, respectively. Besides the nomenclature of Public Health Laboratory Jammu/Srinagar have been changed as Food Laboratory, Jammu/Kashmir;

AND WHEREAS, the minimum qualifications for recruitment and method of recruitment are required to be notified in respect of the newly created posts, in line with the qualifications prescribed for such posts as mandated under Drug and Food Regulations in vogue. Besides, the minimum qualifications for recruitment in respect of certain categories of posts are also required to be modified to bring those qualifications at par with the present requirements;





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AND WHEREAS, the Department has initiated the exercise for drafting of formal recruitment rules for the organization. However, such an exercise is likely to take time in view of the procedures involved. On the other hand, the working in the organization is getting affected in the absence of qualifications for recruitment and method of recruitment for the newly created posts as also because of certain ambiguities in the minimum qualifications for recruitment in respect of some earlier created posts;

AND WHEREAS, keeping in view the requirements of the organization, pending finalization of recruitment rules, it has become absolutely necessary to notify the minimum qualifications for recruitment and method of recruitment in respect of the newly created posts and also to modify the qualifications for recruitment in respect of the earlier created posts as per the requirements of the organization.

Now, therefore in supersession of all the previous Government Orders on the subject, the minimum qualifications for recruitment and method of recruitment are hereby notified in respect of non gazetted posts of Drug and Food Control Organization, J&K, as per "A" to this Government Order.

By order of the Government of Jammu & Kashmir.


**Sd/-**  
**(Atal Dulloo) IAS**  
Financial Commissioner,  
Health and Medical Education Department

No:-HD/Drugs/86/2019

Dated:- 15 -02-2021

**Copy to the:-**

- 01/ Principal Secretary to the Lieutenant Governor, J&K
- 02/ Joint Secretary (J&K), Ministry of Home Affairs, Government of India, New Delhi
- 03/ Commissioner, Food and Drugs Administration, J&K, Jammu
- 04/ Director, Archives, Archaeology & Museums, J&K, Jammu.
- 05/ State Drugs Controller, Drug and Food Control Organization, J&K, Jammu.
- 06/ OSD to Advisor (B) (Incharge Health and Medical Education)
- 07/ Secretary, Service Selection Recruitment Board, J&K, Jammu.
- 08/ Private Secretary to the Financial Commissioner, Health and Medical Education Department.
- 09/ Incharge Website.
- 10/ Monday Return w.2.s.c.
- 11/ Government Order file.

  
**(Mohammad Abdullah)**  
Under Secretary to the Government  
Health and Medical Education Department

15.2.2021

9/2/21



ANNEXURE "A" TO GOVERNMENT ORDER NO:- 113-JK(HME) OF 2021 DATED 15-02-2021

(TECHNICAL POSTS)					
Class	Category	Designation of the post	Pay level	Minimum qualification for direct recruitment	Method of Recruitment
<b>(A) DRUG WING</b>					
I		Senior Scientific Officer	Level-6F (40800-129200)		100% by promotion from Class-II, having at least three years of service as such.
II		Instrument Technician	Level-6E (35900-113500)		100% by promotion from Class-III, Category (B) having at least three years of service as such and possessing qualification as Bachelors Degree in Pharmacy from a University established in India by law.
III	A	Drugs Control Officer	Level-6D (35800-113200)	Degree in Pharmacy or Pharmaceutical sciences or Medicine with specialization in Clinical Pharmacology or Microbiology from a University established in India by law.	100% by direct recruitment.
	B	Senior Laboratory Technician	Level-6D (35800-113200)	Bachelors Degree in Pharmacy from a University established in India by law.	i) 50% by direct recruitment. ii) 50% by promotion from Class-V having at least three years of service as such and possessing qualification as Bachelors degree in Pharmacy or B.Sc. with Chemistry as one of the subjects.
IV		Microbiologist	Level-6B (35600-112800)	Masters Degree in Microbiology from a University established in India by law with two years experience in Microbiological analysis in Drugs.	i) 50% by direct recruitment. ii) 50% by promotion from Class-VI having at least three years of service as such.
V		Laboratory Technician	Level-6 (35400-112400)	Bachelors Degree in Pharmacy from a University established in India by law.	i) 50% by direct recruitment. ii) 50% by promotion from Class-VII Category A & D having at least three years of service as such and possessing qualification as Bachelors Degree in Pharmacy or B.Sc. with chemistry.
VI		Junior Microbiologist	Level-5 (29200-92300)	Bachelors Degree in Microbiology from a University established in India by law.	100% by direct recruitment.
VII	A	Laboratory Assistant	Level-4 (25500-81100)	Bachelors Degree in Pharmacy from a University established in India by law.	i) 50% by direct recruitment. ii) 50% by promotion from Class -IX having at least three years of service as such and possessing qualification as Matric or above.

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	B	Electrician	Level-4 (25500-81100)	Minimum Matric and Maximum 10+2 with certificate course in Electrician Trade from ITI	100% by direct recruitment.
	C	Gas Mechanic	Level-4 (25500-81100)	Minimum Matric Maximum 10+2 with Certificate Course in Refrigeration and Air Conditioning Trade from ITI	100% by direct recruitment.
	D	Glass Blower	Level-4 (25500-81100)	Bachelors Degree in Science with Chemistry as one of the subject.	100% by direct recruitment.
	E	Plumber	Level-4 (25500-81100)	Minimum Matric and Maximum 10+2 with certificate course in Plumber Trade from ITI	100% by direct recruitment.
VIII		Animal Care Taker	Level-2 (19900-63200)	Minimum Matric & Maximum 10+2	100% by direct recruitment.
IX		Laboratory Attendant	SL-2 (15900-50400)	Minimum Matric & Maximum 10+2	100% by direct recruitment.

**(B) FOOD WING**

Class	Category	Designation of the post	Pay level	Minimum qualification for direct recruitment	Method of Recruitment
I		Food Safety Officer	Level-6F (40800-129200)	(i) Degree in Food Technology or Dairy Technology or Biotechnology or Oil Technology or Agricultural Science or Veterinary Sciences or Bio-Chemistry or Microbiology or Masters Degree in Chemistry or Degree in Medicine from a recognized University, or ii) any other equivalent /recognized qualification notified by the Central Government, and iii) has successfully completed training as specified by Food Authority in a recognized institute or institution approved for the purpose.	100% by direct recruitment.



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II		Assistant Food Analyst	Level-6E (35900-113500)	Masters Degree in Chemistry or Bio-Chemistry or Microbiology or Dairy Chemistry or Food Technology, Food and Nutrition or holds Bachelors of Technology in Dairy/ Oil or holds Degree in Veterinary Sciences from a University Established in India by Law or an equivalent qualification recognized and notified by the Central Government for such purpose.	i) 50% by direct recruitment. ii) 50% by promotion from Class -III having at least three years of service as such.
III		Senior Laboratory Technician	Level-6D (35800-113200)	Masters Degree in Science with Chemistry as one the subjects from a University established in India by Law.	i) 50% by direct recruitment. ii) 50% by promotion from Class-V having at least three years of service as such and possessing a Graduate qualification in Science with Chemistry as one of the subjects.
IV		Microbiologist	Level-6B (35600-112800)	Masters Degree in Microbiology from a University established in India by law with two years experience in Microbiological analysis in Food items.	i) 50% by direct recruitment ii) 50% by promotion from Class-VI, having at least three years of service as such.
V		Laboratory Technician	Level-6 (35400-112400)	Bachelors Degree in Science with Chemistry as one the subjects from a University established in India by law.	i) 50% by direct recruitment. ii) 50% by promotion Class-VII having at least three years of service as such and possessing a Graduate qualification in Science with Chemistry as one of the subjects.
VI		Junior Microbiologist	Level-5 (29200-92300)	Bachelors Degree in Microbiology from a University established in India by law.	100% by direct recruitment.
VII		Laboratory Assistant	Level-4 (25500-81100)	Bachelors Degree in Science with Chemistry as one the subject.	i) 50% by direct recruitment. ii) 50% by promotion from the Class -VIII having at least three years of service as such and possessing qualification as Matric or above.
VIII		Laboratory Attendant	SL-2 (15900-50400)	Minimum Matric and Maximum 10+2	100% by direct recruitment.

**(MINISTERIAL POSTS)**

Class	Category	Designation of the post	Pay level	Minimum qualification for direct recruitment	Method of Recruitment
	A	Section Officer	Level-7 (44900-142400)	-	100% by promotion from Class III, Category (A) having at least three years service as such from overall cadre strength of

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I					Organization on the basis of length of service as Head Assistant
	B	Assistant Accounts Officer	Level-7 (44900-142400)		By deputation from Finance Department.
	C	Senior Scale Stenographer	Level-7 (44900-142400)		100% by promotion from Class IV, Category (A) & (B) having at least five years service as such, on the basis of overall length of service.
II		Legal Assistant	Level-6D (35800-113200)		By deputation from Law Justice and Parliamentary Affairs Department
III		Head Assistant	Level-6B (35600-112800)		<p>100% by promotion from Class-V, Category (B) having at least three years service as such and having passed Secretariat Assistants Examination.</p> <p>Provided that 25% of posts to be filled up in a calendar year shall be earmarked for promotion of those senior Assistants who have not qualified the Secretariat Assistants Examination but have crossed the age of 50 years as on 1st January of the year in which such promotions are being considered.</p> <p>Provided further that a senior Assistant who has qualified the Secretariat Assistant Examination during his period of probation as Junior Assistant shall not be required to qualify the said examination again.</p>
	B	Accountant	Level-6B (35600-112800)		By deputation from Finance Department
	C	Statistical Assistant	Level-6B (35600-112800)		By deputation from Finance Department.
IV	A	Junior Stenographer	Level-6 (35400-112400)	<p>i) Graduate from any recognized University having minimum speed of 65 and 35 words per minute in shorthand and computer type writing, respectively.</p> <p>ii) Six months certificate course in Computer Application from a recognized Institute.</p>	100% by direct recruitment.
	B	Judgment Writer	Level-6 (35400-112400)	<p>i) Graduate from any recognized University having minimum speed of 65 and 35 words per minute in</p>	100% by direct recruitment.



				shorthand and computer type writing, respectively. ii) Six months certificate course in Computer Application from a recognized Institute.	
V	A	Accounts Assistant	Level-5 (29200-92300)	-	By deputation from Finance Department.
	B	Senior Assistant	Level-5 (29200-92300)	-	100% by promotion from Class-VI, Category (A) & (B) having at least three years service as such.
VI	A	Junior Assistant	Level-4 (25500-81100)	i) Graduation from any recognized University with knowledge of computer type writing having not less than 35 words speed per minute. ii) Six months certificate course in Computer application from a Recognized Institute.	i) 75% by direct recruitment. ii) 25% by promotion from Class VIII and Class IX, Category (A),(B),(C),(D) & (E) having at least three years of service as such, possessing qualification as Matric or above and who qualify computer type test requiring a minimum speed of 25 words per minute. Provided that a person appointed by direct recruitment or by promotion shall undergo and qualify the Secretariat Assistants Examination / Training during the period of probation.
	B	Store Keeper	Level-4 (25500-81100)	i) Graduation from any recognized University with knowledge of computer type writing having not less than 35 words speed per minute. ii) Six months certificate course in Computer application from a Recognized Institute.	i) 50% by direct recruitment ii) 50% by promotion from Class-VII, Category-A having at least three years of service as such.
VII	A	Computer Operator	Level-2 (19900-63200)	i) Graduation from any recognized University with knowledge of computer type writing having not less than 35 words speed per minute. ii) Six months certificate course in Computer application from a Recognized Institute.	100% by direct recruitment.
	B	Driver	Level-2 (19900-63200)	Minimum Matric & Maximum 10+2 from any recognized Board having valid HGV/PSV Driving Licence	100% by direct recruitment.

VIII	-	Field Worker	SL-2 (15900-50400)	Minimum Matric & Maximum 10+2	100% by direct recruitment.
IX	A	Orderly	SL-1 (14800-47100)	Minimum Matric & Maximum 10+2	100% by direct recruitment.
	B	Dispatch Rider	SL-1 (14800-47100)	Minimum Matric & Maximum 10+2 having LMV driving Licence	100% by direct recruitment.
	C	Chowkidar	SL-1 (14800-47100)	Minimum Matric & Maximum 10+2	100% by direct recruitment.
	D	Gardner	SL-1 (14800-47100)	Minimum Matric & Maximum 10+2	100% by direct recruitment.
	E	Safiawala	SL-1 (14800-47100)	Minimum Matric & Maximum 10+2	100% by direct recruitment.

*(Signature)*  
15.2.2021  
(Mohammad Abdullah)

Under Secretary to the Government  
Health and Medical Education Department

*(Signature)*  
15/2/21