

GOVERNMENT OF JAMMU AND KASHMIR  
**JAMMU & KASHMIR SERVICES SELECTION BOARD**  
CPO Chowk Panjtirithi, Jammu/ Zamzam Complex Rambagh Srinagar.  
[www.jkssb.nic.in](http://www.jkssb.nic.in)

**Notice**

**Subject: Release of Admit Cards to the candidates for OMR Based Written Examination for the post of Panchayat Secretary, Rural Development & Panchayati Raj Department.**

1. The J&K Services Selection Board (JKSSB) is conducting the OMR based Written Examination for the Post of Panchayat Secretary, Rural Development & Panchayati Raj Department, District Cadres, advertised vide Advertisement Notification No. 03 of 2022 under Item Nos. 059 to 077 on **10<sup>th</sup> of December, 2023.**
2. **Admit Cards** for the candidates appearing in the said examination on 10-12-2023, shall be hosted on JKSSB's official website ([www.jkssb.nic.in](http://www.jkssb.nic.in)) w.e.f. **04.12.2023 to 10.12.2023.**
3. Candidates can download their Admit Cards from the website using their E-mail ID and Date of Birth. They must read the instructions contained therein, carefully.
4. In case of any difficulty in downloading/issues related to Admit Card, candidate(s) may contact the JKSSB Help-Desk at 0191-2461335 (Jammu)/0194-2435089 (Srinagar) or write to JKSSB at [helpdesk.jkssb@gmail.com](mailto:helpdesk.jkssb@gmail.com). Help-Desk will be activate from **04.12.2023 to 10.12.2023** during office hours only.
5. The candidature of candidates claiming eligibility by misrepresentation/concealment of any material facts, impersonation, fraud, etc. shall be liable for cancellation and disciplinary action, as deemed appropriate.
6. The Board reserves the right to cancel the candidature of any candidate at any stage at which he/she is found ineligible.
7. The candidates are intimated that there shall be negative marking for wrong answers (1/4<sup>th</sup> of allotted marks for each wrong answer) attempted in the said examination. The detailed criteria of Selection and Syllabus for the said post has already been notified and are available on the official website of the Board ([www.jkssb.nic.in](http://www.jkssb.nic.in)).
8. The candidates are also advised to be in touch with the JKSSB's official website ([www.jkssb.nic.in](http://www.jkssb.nic.in)) for the latest updates on the examinations and Admit cards will not be sent by post.
9. Stepwise procedure to download JKSSB E-Admit Card:
  - i. To download E-Admit Card, first visit the official website of JKSSB, i.e., [www.jkssb.nic.in](http://www.jkssb.nic.in).
  - ii. On the homepage, there will be an option to download **E-Admit Card**.
  - iii. On that page, click on the link/button - "**LOGIN**".
  - iv. Enter log-in credentials, i.e., **E-mail ID and Date of Birth**.
  - v. Username will be your **E-mail ID** & Password will be your **DOB in DDMMYYYY** format.
  - vi. On successful completion of above step, your basic details will be shown, kindly verify the details, in case of any mismatch, please contact helpdesk via call or email.
  - vii. Click on the '**View and Print E-Admit Card**' button.
  - viii. The JKSSB E-Admit Card will appear on the screen.

- ix. Candidate must bring the clear printed copy of the E-Admit Card on the day of Examination.
- x. Download and Print your JKSSB E-admit card.

**Sd/-**  
(Reyaz Ahmad Malik) JKAS  
**Controller of Examinations**  
J&K Services Selection Board

No. JKSSB-COE0EXAM/86/2023-03 (7312349)

Dated: 02.12.2023

Copy to the: -

1. Commissioner/Secretary to the Government, General Administration Department, Civil Secretariat, J&K, Jammu for favour of information.
2. Director Information & Public Relations, J&K Government, Jammu with the request to get the said notice published in at least two leading newspapers of Jammu/Srinagar on two consecutive dates.
3. Member \_\_\_\_\_(All), J&K Services Selection Board for information.
4. Secretary, J&K Services Selection Board for information.
5. Administrative Officer, Jammu/Srinagar for information and necessary action.
6. P/S. to the Chairman, J&K Services Selection Board for information of the Chairman.
7. I/c Website, JKSSB for uploading.

  
(Pulkit Dutta) JKAS  
**Assistant Controller of Examinations**  
J&K Services Selection Board