



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	Revised Pay Scale	Qualification required to be possessed by the applicants	No. of Posts	App. fees (in shape of Demand Draft)
1	Asstt. Coach	Level-8 (35600-112800)	Diploma in Coaching from NIS Patiala or any other equivalent qualification from a recognized university/ institution Or Participation in Olympic/ Asian games/ World Championship or equivalent International event Or Medal winner in Commonwealth games, National games/ National Championship Or Dronacharya Awardee Desirable: Experience in Coaching in concerned discipline at National/ International level.	1	200/-
2	Programmer		1. Master's degree in Computer Science/ Computer Applications/ Information Technology/ B.Tech or B.E in Computer Science/ B.Tech or B.E IT from a recognized University. 2. Knowledge of different Programming Languages like C++/ JAVA/ DOT NET & MS Office etc. 3. Well acquainted with recent/ latest Programming Software and work. 4. At least 02 years post qualification experience in Computer Hardware & Networking i.e. proficiency in installation and maintenance of Switches/ Routers/ Hubs/ LAN/ WAN/ Internet Leased Lines/ OFC/ Wi-Fi Network etc., knowledge of Server Administration, Networking, Cyber Security etc.	2	200/-
3	Jr. Sanitation Supervisor	Level-4 (25500-81100)	Graduation with Diploma in Sanitation/ Public Health with 02 years relevant experience	4	200/-
4	Jr. Assistant		Graduate with one year Diploma in Computer Applications from recognized Institute/ Bachelor in Computers/ Bachelor in Information and Technology with minimum of 50% marks and with a minimum typing speed of 35 w.p.m and 03 years experience in relevant field.	8	200/-
5	Sales & Service Executive		Graduation with minimum of 3 years of professional experience (post qualification) in Catering Sales and Service in a 3 star facility hotel/ restaurant registered with Govt. Department.	11	200/-
6	Storekeeper		Graduate in Science/ Arts/ Commerce with atleast 2 years experience in stores Deptt. of Govt./ Public Sector Undertaking.	8	200/-
7	Sr. Receptionist		Graduate with two years experience with good personality and ability to speak English.	8	200/-
8	Sr. Electrician		Matric with Diploma from I.T.I in relevant trade with 05 years experience	8	200/-
9	Chef		Bachelor in Hotel Management with minimum of 3 years of professional experience in cooking in 3-star facility hotel/ restaurant registered with Govt. Department	5	200/-

10	Cooking Assistant G-II	Level-1 (14800-47100)	Matric with three years of relevant experience.	10	200/-
11	Sales & Service Asstt G-II		Matric with three years of relevant experience.	10	200/-
12	Enforcement & Security Guard		A 10 th Pass Ex-serviceman having good record in the Army/ Navy/ Air Force with a minimum of 15 years of service or Agniveers with 04 years of continuous service.	30	200/-

No person shall be eligible for appointment unless he/ she has attained the age of 18 years and is not more than 40 years except for ex-servicemen in whose case maximum age will be 45 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 **07.07.2026** along with self attested copies of the following documents:

- Application with complete Bio-Data (in original)
- Qualification Certificates/ Degree(s).
- Experience Certificate.
- Proof regarding date of birth (photocopy duly self attested).
- Two self attested passport size photographs.
- Demand Draft (in original).
- Discharge Book (in case of ex-serviceman).

The application form (alongwith afore-said documents) and **Demand Draft** 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 deadline.

However, the number of posts can undergo increase / decrease without any Notice before the completion of the Selection Process. Further, the Board reserves the right to cancel the advertisement/ recruitment at any stage due to any administrative reason.

The candidates are advised to check the Shrine Board's website www.maavaishnodevi.org from time to time for short-listing of candidates and dates of Written Test/ Personal Interview. 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: 05/2026
Dated: 15.06.2026

Sd/-
(Satish Kumar Sharma), JKAS
Joint Chief Executive Officer