

No.F.1-21/2014-Admn-I

Ministry of National Food Security & Research Government of Pakistan

SITUATION VACANT

Ministry of National Food Security and Research (Main) invites applications from Pakistani nationals for the following temporary posts as mentioned against:-

S. No.	Name of post with BPS	No. of posts	Regional/ Provincial Quota Allocation of Seats	Age	Qualification and Experience
1.	Stenotypist (BPS-14)	12	(i) Merit -02 (ii) Punjab -06 (iii) Sindh (U) -01 (iv) Sindh (R) -01 (v) KPK -01 (vi) GB/FATA -01	18-25 Years	i) Intermediate. ii) Shorthand and typing speed 80/40 respectively iii) Should be computer literate
2.	UDC (BPS-11)	01	Punjab -01	18-25 Years	i) Intermediate. ii) 03 week Basic IT Training Course (Including MS Office from NITB is mandatory before Completion of Probation Period)
3.	LDC (BPS-09)	07	(i) Merit -01 (ii) Punjab -04 (iii) Sindh(R) -01 (iv) KPK -01	18-25 Years	i) Matriculate with typing speed of 30 words per minutes. ii) 03 week Basic IT Training Course (Including MS Office from NITB is mandatory before Completion of Probation Period)
4	Urdu Typist (BS-09)	01	Punjab -01	18-25 Years	Matriculate with typing speed of 30 words per minute in Urdu language. ii) 03 week Basic IT Training Course (Including MS Office from NITB is mandatory before Completion of Probation Period)

For the posts mentioned at Sl. No. 05-08 (Driver, Naib Qasid, Chowkidar and Frash) please download the prescribed Application Form from Ministry of National Food Security and Research website (www.mnfsr.gov.pk) without deposit slip and forward the Application Form to the **Section Officer, (Admn-I), Ministry of National Food Security and Research, Room No.407, 4th Floor, "B" Block, Pak. Secretariat, Islamabad.**

5	Driver (BS-04)	01	Local Basis	18-25 Years	i) Primary Pass ii) Valid driving license holder and well versed in the traffic rules
6.	Naib Qasid (BPS-01)	05	Local Basis	18-25 Years	Primary Pass
7.	Chowkidar (BPS-01)	01	Local Basis	18-25 Years	Primary Pass
8.	Frash (BPS-01)	01	Local Basis	18-25 Years	Primary Pass

Important instructions:

1. Five years general relaxation in upper age limit for all candidates besides other age relaxations as per existing rules.
2. Minimum and maximum age shall be calculated from the closing date of applications.
3. Government servants should apply through proper channel.
4. No TA/DA will be admissible for test/interview.
5. Last date for submission of application form is 15 days from the date of publication of this advertisement. Applications received after the closing date will not be entertained.

How to Apply Online:

1. **For the posts mentioned at SI.No.01-04, (Stenotypist, UDC, LDC and Urdu Typist)**
2. Candidate may register themselves, their information through our “**Candidate Portal**” on website www.pts.org.pk, & send their application/s through “**Online**”, link available in project details.
3. Fee will only accept through mobile paisa i.e. through “Telenor Easy Paisa” with payment methods, Easy Paisa Mobile Account, Easy Paisa Shop, VISA/Mastercard.
4. Once applied & paid, candidates may “not mandatory” send their “**view applications form**” photocopy, along with payment proof & CNIC photocopy by post to Pakistan Testing Service.
5. Incomplete application data, fee not paid or late entry or required information shall stand ineligible.
6. Only shortlisted candidates shall be called for test or further process.
7. Deposited amount is non-refundable / non-transferable.



For Further Information and Contact:

Pakistan Testing Service

Adeel Plaza, 3rd Floor, Fazal-e-Haq Road, Blue Area, Islamabad.

Website: www.pts.org.pk

051-111-111-787

PID No. PID (i) 4170/19