



GOVERNMENT OF PAKISTAN
MINISTRY OF ENERGY, PETROLEUM DIVISION
ISLAMABAD

SITUATION VACANT

Applications are invited from the suitable candidates (Male & Female) for the following temporary/short term posts:

S. No.	Name of Posts	Number of Posts	Domicile	Minimum Educational Qualification and Experience	Age Limit	
					Min	Max
1.	Assistant (BS-15)	Temporary-1	Merit	Graduate	18 Yrs	28 Yrs
2.	Stenotypist (BS-14)	Temporary-1	Punjab	Intermediate with minimum speed of 80/40 w.p.m. in Shorthand/Typing respectively. Computer literate.	18 Yrs	25 Yrs
3.	LDC (BS-9)	Temporary-1	Punjab	Matric with typing speed of 30 w.p.m. Computer literate.	18 Yrs	25 Yrs
4.	Driver (BS-4)	Temporary-2	Sindh (R)-1 FATA-1	Primary. Valid driving license holder and well versed with traffic rules.	18 Yrs	25 Yrs
5.	Naib Qasid (BS-1)	Temporary-1	Local	Primary	18 Yrs	25 Yrs

2. Complete bio data on prescribed proforma along with 02 recent passport size photographs along with copy of CNIC should reach the undersigned within fifteen (15) days of the date of the publications of the advertisement.
3. Testimonials will be provided by the selected candidates at the time of interview.
4. Persons already in Government service should apply through proper channel.
5. General age relaxation of five (5) years in upper age limit shall be admissible to all the candidates.
6. Name of the post for which applied should be mentioned at the right top of the envelop.
7. Incomplete applications or received after the expiry date will not be entertained.
8. No. TA/DA will be admissible for test/interview.

(Muhammad Bilal Khan) Section Officer (Admn) '1'
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