

GOVERNMENT OF PAKISTAN
PRIME MINISTER'S OFFICE (INTERNAL)
ISLAMABAD
SITUATIONS VACANT

Applications are invited for recruitment against the following vacant positions in Prime Minister Office (Internal) as per the details given below :-

S.No	Designation of Post	BPS	No. of posts	Qualification and Experience	Regional Quota	Min & Max Age limits on closing date
1.	Stenotypist	BS-14	01	i. Intermediate. ii. Minimum speed of 80/40 w.p.m in shorthand / typing respectively. iii. Must be computer literate.	Merit - 01	18 - 25 years
2.	Motor Mechanic	BS-10	01	i. Matric. ii. 01-year diploma in Auto Mechanic. iii. 03 years' experience in the trade.	Merit - 01	18 - 30 years
3.	Auto Electrician	BS-10	01	i. Matric. ii. 01-year diploma in Auto Electrician. iii. 01-year experience in the trade.	Merit - 01	18 - 25 years
4.	Junior Technician (Dresser)	BS-09	01	Matric with 03 years' experience of job OR A Retd. NCO from AMC	Merit - 01	18 - 25 years
5.	Moazzin	BS-05	01	Hafiz-e-Quran from Recognized Religious institution	Merit - 01	18 - 25 years
6.	Driver	BS-04	04	i. Primary Pass ii. Valid driving license holder and well versed in the traffic rules	Local Basis (ICT) - 02 Merit - 02	18 - 30 years
7.	Naib Quasid	BS-01	02	Primary Pass	Local Basis (ICT) - 01 Merit - 01	18 - 25 years
8.	Khalasi	BS-01	01	Primary Pass	Local Basis (ICT) - 01	18 - 25 years
9.	Doorman	BS-01	03	Primary Pass	Local Basis (ICT) - 02 Merit - 01	18 - 25 years
10.	Mali	BS-01	02	Primary Pass	Local Basis (ICT) - 01 Merit - 01	18 - 25 years
11.	Sanitary Worker	BS-01	05	Primary Pass	Local Basis (ICT) - 02 Merit - 03	18 - 25 years

Note:

- i) Applicants who are already in service (Government Servants) should apply "through proper channel" and NOC shall be provided at the time of interview.
- ii) Age relaxation will be admissible as per prevailing Federal Government Rules.
- iii) Eligible / short listed candidates shall be called for test / interview.
- iv) The relevant / required documents (in original) should be submitted / shown at the time of interview.
- v) Applications should be on prescribed format (available at PM's Office website www.pmo.gov.pk) and accompanied by attested copies of documents, domicile & CNIC.
- vi) Applications should be addressed to **Assistant Secretary (Admn), Prime Minister's Office (Internal), Islamabad** and reach within 15 days of publication of this advertisement.
- vii) Applicants who wish to apply for more than one post, shall submit separate applications for each post and name of post must be mentioned on right corner of the envelop. Incomplete information in the application form and those received after closing date will not be entertained.
- viii) No TA/DA will be paid for appearing in test / interview.

Major
General Staff Officer - 2
(Muhammad Siddiq Akber)
051-9222666

1 pmo 78. post