



Government of Pakistan  
MINISTRY OF OVERSEAS PAKISTANIS &  
HUMAN RESOURCE DEVELOPMENT

## SITUATION VACANT

Applications are invited for recruitment against the following vacant positions in the Ministry of Overseas Pakistanis and Human Resource Development, Islamabad:-

S. #	Designation	BPS	Number of Posts	Education / Qualification Eligibility	Regional / Provincial Quota		Age Limit
1.	Driver	04	04	i. Primary Pass ii. Valid Driving License iii. Well versed in the traffic rules	Punjab Merit	03 01	18-30 years

### Terms & Conditions:

1. All appointments shall be made in accordance with the prevailing Recruitment Rules/Policy of the Federal Government.
2. General Relaxation in age shall be admissible as per existing rules.
3. Age will be calculated with effect from the closing date of submitting applications.
4. Eligibility of candidate will be determined on the basis of eligibility criteria mentioned against given posts.
5. Only shortlisted applicants will be called for skill test/interviews.
6. Candidates shall present original documents along with set of attested copies of all the relevant documents at time of interview.
7. Applicants already in Government Service should apply through proper channel & produce NOC at the time of interview.
8. Incomplete applications/ applications received after due date shall not be entertained.
9. No TA/DA will be admissible for the purpose of test/interview.
10. Application submitted by hand will not be entertained.
11. The Ministry of Overseas Pakistanis and Human Resource Development reserves the right to cancel the recruitment process in part or whole, increase/decrease the number of vacancies at any stage without assigning any reason.

### How to apply:

1. Application Form can be downloaded from the website of the Ministry ([www.ophrd.gov.pk](http://www.ophrd.gov.pk))
2. Candidates should send their applications on the prescribed format to the Section Officer (Admn-II), Ministry of Overseas Pakistanis and Human Resource Development, Room No 602, 6<sup>th</sup> Floor B-Block, Pak Secretariat, Islamabad within 15 days from the date of publication of this advertisement i.e. 09-04-2021

Section Officer (Admn-II)  
051-9218572

MOP 74. Pdr

**APPLICATION FORM FOR RECRUITMENT -2021 IN THE MINISTRY OF  
OVERSEAS PAKISTANIS AND HUMAN RESOURCE DEVELOPMENT**

Photograph

**Name of post applied for:** .....

**Name (in Capital letters):** .....

**Father's/Husband Name:** .....

**Date of Birth (dd-mm-yyy); -----Gender:** .....

**Religion**-----

**CNIC No:** .....

**Domicile District;** .....

**Quota against which applied:** .....

**Postal address:** .....

**Contact; Residence----- Mobile**-----

**Email:** .....

**Highest Educational Degree/Certificate:** .....

**Previous Experience: Government/Private:** .....

**Department: -----Designation: ----- years:** .....

**Declaration: I certify that all information provided by me in this application form is true and correct to the best of my knowledge and belief.**

**Date:** .....

**Signature:** .....