

# FEDERAL PUBLIC SERVICE COMMISSION

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Islamabad, Thursday the 31<sup>st</sup> December, 2015

**Consolidated Advertisement No. 1/2016** for the following posts has been displayed on FPSC's website. Intending candidates are advised to visit the website for details as mentioned in the General Instructions and apply online upto **18<sup>th</sup> January, 2016** for the post(s) they qualify.

1. Case No.F.4-1/2016-R (1/2016). **PRINCIPAL (BS-18), PERMANENT, F.G. ENGLISH MEDIUM (PUBLIC SCHOOLS), DIRECTORATE OF FEDERAL GOVERNMENT EDUCATIONAL INSTITUTIONS (CANTTS/ GARRISONS), MINISTRY OF DEFENCE. MINIMUM QUALIFICATION:** (i) Second Class or Grade 'C' Master's Degree. (ii) M.Ed/ Second Class B.Ed. **EXPERIENCE:** Five (5) years post qualification teaching and administrative experience in an educational institution. **AGE LIMIT:** 25-35 years **plus five (5) years general relaxation in upper age limit. DOMICILE: Sindh (Rural)** (Women quota).  
**Closing date.....18.1.2016**
2. Case No.F.4-2/2016-R (1/2016). **LECTURER (FINE ARTS) (FEMALE) (BS-17), TEMPORARY LIKELY TO CONTINUE, FEDERAL GOVERNMENT COLLEGES FOR WOMEN, FEDERAL DIRECTORATE OF EDUCATION, ISLAMABAD, CAPITAL ADMINISTRATION AND DEVELOPMENT DIVISION. MINIMUM QUALIFICATION:** Second Class or Grade 'C' Master's degree in Fine Arts or equivalent. **AGE LIMIT:** 22-28 years **plus five (5) years general relaxation in upper age limit. DOMICILE: GBFATA.**  
**Closing date.....18.1.2016**
3. Case No.F.4-3/2016-R (1/2016). **ASSISTANT PRIVATE SECRETARY (BS-16), TEMPORARY, LIKELY TO CONTINUE, TEXTILE COMMISSIONER'S ORGANIZATION, KARACHI, MINISTRY OF TEXTILE INDUSTRY. MINIMUM QUALIFICATION** (i) Second Class or Grade 'C' Bachelor's degree from a University recognized by HEC. (ii) Minimum shorthand speed: 100 w.p.m. and typing speed: 50 w.p.m. (iii) Must be computer literate. **AGE LIMIT:** 20-28 years **plus five (5) years general relaxation in upper age limit. DOMICILE: Punjab.** (Both male and female candidates are eligible).  
**Closing date.....18.1.2016**
4. Case No.F.4-4/2016-R (1/2016). **STATISTICAL OFFICER (BS-17), PERMANENT, BOARD OF INVESTMENT, PRIME MINISTER'S OFFICE. MINIMUM QUALIFICATION:** (i) Second Class or Grade 'C' Master's Degree in Statistics/Economics with Statistics as one of the subject.. (ii) Five (5) years post qualification experience in Personnel Administration/ Secretariat work. **EXPERIENCE:** Two (2) years post qualification experience in handling statistical data. **AGE LIMIT:** 22-30 years **plus five (5) years general relaxation in upper age limit. DOMICILE: Sindh (Rural).** (Both male and female candidates are eligible).  
**Closing date.....18.1.2016**

5. Case No.F.4-5/2016-R (1 /2016). **ASSISTANT PRIVATE SECRETARY (BS-16), PERMANENT, PAKISTAN MINT, LAHORE, FINANCE DIVISION.** **MINIMUM QUALIFICATION:** (i) Second Class or Grade‘C’ Bachelor’s degree from a University recognized by HEC. (ii) Minimum shorthand speed: 100 w.p.m. and typing speed: 50 w.p.m. (iii) Must be computer literate. **AGE LIMIT:** 20-28 years **plus five (5) years general relaxation in upper age limit.** **DOMICILE:** **Sindh (Rural)** (Both male and female candidates are eligible).  
**Closing date.....18.1.2016**
6. Case No.F.4-6/2016-R (1/2016). **TWO DEPUTY DIRECTORS (BS-18), PERMANENT, BOARD OF INVESTMENT, PRIME MINISTER’S OFFICE.** **MINIMUM QUALIFICATION:** Second Class or Grade‘C’ Master’s Degree or equivalent in one of the following subject :- Economics/ Commerce/Business Administration/ Public Administration/ Physics/ Chemistry/ International Relations/ Chemicals/ Electronics/Mechanical Engineering. **EXPERIENCE:** Five (5) years post qualification experience in BS-17 and above or equivalent in Industrial Production/Financial and Economic Analysis of Investment proposals/Marketing, Management Development/ Economic Policy and Planning/Industrial Policy Investment/Promotion in Commercial/ Industrial Government/ Semi Government Organizations/ Private firms of repute. **AGE LIMIT:** 25-35 years **plus five (5) years general relaxation in upper age limit.** **DOMICILE:** **Punjab=One and GBFATA=One.** (Both male and female candidates are eligible).  
**Closing date.....18.1.2016**
7. Case No.F.4-7/2016-R (1/2016). **THREE ASSISTANT PRIVATE SECRETARIES (BS-16), PERMANENT, NATIONAL INDUSTRIAL RELATIONS COMMISSION (NIRC), MINISTRY OF OVERSEAS PAKISTANIS & HUMAN RESOURCE DEVELOPMENT.** **MINIMUM QUALIFICATION:** (i) Second Class or Grade‘C’ Bachelor’s degree from a University recognized by HEC. (ii) Minimum shorthand speed: 100 w.p.m. and typing speed: 50 w.p.m. (iii) Must be computer literate. **AGE LIMIT:** 20-28 years **plus five (5) years general relaxation in upper age limit.** **DOMICILE:** **Merit=One and Punjab=Two.** (Both male and female candidates are eligible).  
**Closing date.....18.1.2016**
8. Case No.F.4-8/2016-R (1/2016). **FOUR DEPUTY REGISTRARS (BS-17), PERMANENT, NATIONAL INDUSTRIAL RELATIONS COMMISSION (NIRC), MINISTRY OF OVERSEAS PAKISTANIS & HUMAN RESOURCE DEVELOPMENT.** **MINIMUM QUALIFICATION:** Second Class or Grade ‘C’ Graduate with Law Degree. **EXPERIENCE:** Two (2) years post qualification experience as Legal Practitioner. **MAXIMUM AGE:** 30 years **plus five (5) years general relaxation in upper age limit.** **DOMICILE:** **Punjab=Two, Sindh (Urban) =One and Khyber Pakhtunkhwa=One.** (Both male and female candidates are eligible).  
**Closing date.....18.1.2016**
9. Case No.F.4-10/2016-R (1/2016). **TWO ASSISTANT SOLICITORS (BS-18), PERMANENT, MINISTRY OF LAW, JUSTICE AND HUMAN RIGHTS.** **MINIMUM QUALIFICATION:** Bachelors Degree in Law or equivalent. **EXPERIENCE:** Five (5) years post qualification experience of work in Judicial or Legal appointment or practice as an Advocate in a court of law. **MAXIMUM AGE:** 35 years **plus five (5) years general relaxation in upper age limit.** **DOMICILE:** **Punjab=One and Sindh (Rural) =One.** (Both male and female candidates are eligible).  
**Note:** The experience will be reduced by two (2) years where the candidates have higher qualification in Law, i.e Master Degree in Law or Barrister-at-Law.  
**Closing date.....18.1.2016**

10. Case No.F.4-11/2016-R (1/2016). **SENIOR MINING GEOLOGIST (BS-18), TEMPORARY, LIKELY TO BE CONTINUED FOR AN INDEFINITE PERIOD, GEOLOGICAL SURVEY OF PAKISTAN, MINISTRY OF PETROLEUM AND NATURAL RESOURCES. MINIMUM QUALIFICATION:** Second Class or Grade 'C' M.Sc. degree in Geology with specialization in Mining Geology/ Economic Geology or equivalent from a University recognized by the HEC. **EXPERIENCE:** (i) Five (5) years post qualification research experience in the field of Geology. (ii) Must have published at least three (3) research papers in the fields of Geology. **AGE LIMIT:** 25-35 years **plus five (5) years general relaxation in upper age limit.** **DOMICILE:** **Punjab.** (Both male and female candidates are eligible).  
Closing date.....18.1.2016
11. Case No.F.4-12/2016-R (1/2016). **DEPUTY DISTRICT ATTORNEY (BS-18), PERMANENT, ISLAMABAD CAPITAL TERRITORY (ICT), MINISTRY OF INTERIOR. MINIMUM QUALIFICATION/EXPERIENCE:** Law Graduate with at least five (5) years post qualification practice as an Advocate/Dealing with legal Matters. **AGE LIMIT:** 25-35 years **plus five (5) years general relaxation in upper age limit.** **DOMICILE:** **Sindh (Rural).** (Both male and female candidates are eligible).  
Closing date.....18.1.2016
12. Case No.F.4-13/2016-R. (1/2016). **DIRECTOR (BS-19), PERMANENT, DIRECTORATE OF DOCK WORKERS SAFETY H.Qs. MINISTRY OF PORTS AND SHIPPING. MINIMUM QUALIFICATION/ EXPERIENCE:** (i) Bachelor's Degree in Mechanical or Electrical Engineering. (ii) Twelve (12) years post qualification experience in testing the lifting appliances/ inspection of loading/discharging of Cargo on Ports in Semi-Government/ Government Organization. (iii) Knowledge of Labour Laws/ Dock Labourers Act and the Pakistan Dock Labourers Regulations. **AGE LIMIT:** 32-40 years **plus five (5) years general relaxation in upper age limit.** **DOMICILE:** **Punjab.** (Both male and female candidates are eligible).  
Closing date.....18.1.2016
13. Case No.F.4-14/2016-R (1 /2016). **DEPUTY DIRECTOR (BS-18), TEMPORARY, LIKELY TO BE CONTINUED FOR AN INDEFINITE PERIOD, GEOLOGICAL SURVEY OF PAKISTAN , MINISTRY OF PETROLEUM AND NATURAL RESOURCES. MINIMUM QUALIFICATION:** Second Class or Grade 'C' M.Sc. Degree in Geology or equivalent qualification or Second Class or Grade 'C' B.Sc. (Hons) degree in Geology or equivalent from a University recognized by the HEC. **EXPERIENCE:** (i) Five (5) years post qualification research experience in the field of Geology. (ii) Must have published three (3) research papers in the fields of Geology. **AGE LIMIT:** 25-35 years **plus five (5) years general relaxation in upper age limit.** **DOMICILE:** **Punjab.** (Both male and female candidates are eligible).  
Closing date.....18.1.2016
14. Case No.F.4-15/2016-R (1/2016). **TWO ASSISTANT PRIVATE SECRETARIES (BS-16), (PLUS SPECIAL PAY @ 20% AS PER GOVT POLICY), PERMANENT, IN A FEDERAL GOVERNMENT ORGANIZATION. MINIMUM QUALIFICATION** (i) Second Class or Grade 'C' Bachelor's degree from a University recognized by HEC. (ii) Minimum shorthand speed: 100 w.p.m. and typing speed: 50 w.p.m. (iii) Must be computer literate. **AGE LIMIT:** 20-28 years **plus five (5) years general relaxation in upper age limit.** **DOMICILE:** **Punjab** (Women quota) =One and **Balochistan**=One. (Against Balochistan quota both male and female candidates are eligible).  
Closing date.....18.1.2016

15. Case No.F.4-16/2016-R (1/2016). **TWO TRANSLATORS (BS-17), PERMANENT, NATIONAL ASSEMBLY SECRETARIAT, ISLAMABAD.** **MINIMUM QUALIFICATION:** Second Class or Grade 'C' Master's Degree in English/Urdu from HEC recognized University. **EXPERIENCE:** Three (3) years post qualification experience of Translation work from Urdu to English and vice versa rendered in Public/Private Sector. **MAXIMUM AGE:** 30 years **plus five (5) years general relaxation in upper age limit.** **DOMICILE:** **Sindh (Rural)** =One and **Sindh (Urban)** =One. (Both male and female candidates are eligible).

**Closing date.....18.1.2016**

16. Case No.F.4-17/2016-R (1/2016). **DEPUTY ASSISTANT DIRECTOR (BS-16), TEMPORARY, LIKELY TO CONTINUE, TEXTILE COMMISSIONER'S ORGANIZATION, KARACHI, MINISTRY OF TEXTILE INDUSTRY.** **MINIMUM QUALIFICATION/EXPERIENCE:** Bachelor's degree in Textile Technology OR Three years post matric diploma in Textiles Technology with five (5) years post qualification experience in the related field. **AGE LIMIT:** 21-28 years **plus five (5) years general relaxation in upper age limit.** **DOMICILE:** **Punjab** (women quota).

**Closing date.....18.1.2016**

## IMPORTANT INSTRUCTIONS FOR SUBMISSION OF APPLICATIONS

1.	All cases will be processed as per Commission's policy laid down in General Instructions as displayed at FPSC's Website. Candidates are advised to go through the General Instructions particularly para-16 of the same to update themselves before applying.
2.	<b>All applications for General Recruitment</b> in BS-16 and above must be submitted online through FPSC's website <a href="http://www.fpsc.gov.pk">www.fpsc.gov.pk</a> . Detailed <b>General Instructions/</b> guidelines to apply online are available on the website. No hardcopy of online application is required from the applicants. However, those applicants who do not have access to internet facility, are allowed to submit their applications <b>on or before the closing date i.e. 18.1.2016</b> addressed to Secretary FPSC on <b>plain paper</b> giving detailed particulars in the light of prescribed conditions for the post applied for, intimating difficulties in submission of online applications. Such applications will be accepted subject to approval of the Commission.
3.	It will be mandatory for the candidates to bring <b>original CNIC, Treasury Receipt and downloaded copy of Admission Certificate</b> at the time of Screening/ Written Test. <b>(The candidates should realize that nothing except original Treasury Receipt would be admissible as a valid document. It is reiterated that the candidates must preserve the original T.R and do not send the same to FPSC office in advance, so as to avoid any inconvenience at the time of entry in the Examination Halls).</b>
4.	<b>The Pre-selection criteria for interview</b> will be as per policy of the Commission contained in para -16 (A,B&C) of General Instructions, the candidates will be required to furnish attested copies of requisite documents viz: <b>two photographs, Matric, Intermediate certificates, Bachelor, Master, M.Phil, Ph.D Degrees, CNIC, Experience Certificate( where required)</b> showing nature of job/ detailed job description issued by an authorized officer of the Ministry/Division/Department concerned, <b>Domicile Certificate, Departmental Permission Certificate (in case of government servant)</b> as well as <b>Original TR (in non-test cases)</b> etc. <b>within 15 days of the Notice from FPSC by post, SMS and E-mail.</b> The candidates who fail to furnish the requisite documents within <b>stipulated time or furnish incorrect/incomplete information their candidature shall be liable to rejection.</b> Therefore, they are advised to keep their documents ready for submission to FPSC by the due date. From requisition of documents it should not be presumed that the candidate is preselected. <b>Eligibility of the candidates in all respects shall be reckoned upto the closing date.</b>
5.	<b>The Application Fee for posts</b> (BS-16 & 17 = Rs. 300/- ; BS 18= Rs. 750/- ; BS-19 = Rs. 1200/- ; BS-20 and above= Rs. 1500/-) may be deposited on or before the closing date in the nearest Government treasury or in a branch of National Bank of Pakistan or in a State treasury authorized to transact business on behalf of Government under head <b>"C02101-ORGANS OF STATE EXAMINATION FEE REALIZED BY FPSC"</b> . Bank draft / Cheque/ Postal Order is not acceptable.
6.	<b>Admission Certificates</b> for Screening (MCQ's Test) for <b>BS-16 &amp; 17 posts</b> and Written (Descriptive Test) for <b>BS-18 &amp; above posts</b> , for General Recruitment Cases will be placed on the website of FPSC i.e. <a href="http://www.fpsc.gov.pk">www.fpsc.gov.pk</a> on <b>25<sup>th</sup> April, 2016 tentatively</b> . Candidates are advised to frequently visit this website. They will be intimated through SMS as well. However, no information in this regard shall be sent through post.
7.	<b>Conduct of Test:</b> (i) The Screening (MCQ)/Written (Descriptive) Test for Consolidated Advt. No. 1/2016 will tentatively be held from <b>15.05.2016</b> onwards. However, in small cases such tests can be conducted even in the very next month or as early as possible so candidates are advised to frequently visit FPSC website for the updates. (ii) (a) Tests for the post of Assistant Private Secretary (BS-16), will be held at <b>Islamabad, Lahore, Karachi, Peshawar and Quetta</b> centers only, if sufficient number of candidates at each center are available. (b) <b>Candidates for the post of APS will first be called for typing test</b> and those who qualify the Typing Test by producing required typing speed as mentioned in the advertisement will be allowed to appear in Shorthand Test. While those who will not qualify typing Test will be relieved without subjecting them to Shorthand test. (c) It will be mandatory for the candidates of APS that minimum 80% of the Shorthand Test passage has been written by them in shorthand outline. Otherwise, the candidate will be declared as fail.
8.	<b>Change of Centre:</b> No request for change of centre shall be entertained except only in genuine hardship cases. The candidates can apply for change of centre with proper proof latest by <b>31.03.2016</b> . Thereafter no such request shall be entertained.
9.	<b>Closing Date</b> for submission of applications is <b>Monday, 18<sup>th</sup> January, 2016.</b>

**HASEEB ATHAR  
SECRETARY  
FEDERAL PUBLIC SERVICE COMMISSION**