

ADVERTISEMENT FOR VACANT POSTS

Applications are invited from eligible candidates for the following vacant posts of Overseas Pakistanis Commission, Punjab (on contract basis) for the period of three years (extendable on satisfactory performance).

Sr.#	Name of Post	Qualification	No. of Post	Age Limit		
1.	Naib Qasid (BPS-01)	Literate	02 General Quota+ +01 Post Reserved for Disabled Persons Quota=03	18	25	25+5=30 (For Male) 25+5+3=33 (For Female) 25+10=35 (For Disabled)

CONDITIONS: -

1. Applications are required for the above seats by post only along with attested copies of Degrees / Certificates, Domicile, ID Card and two recent photographs.
2. Applications submitted by hand or any other means will not be entertained / accepted.
3. Candidates must be domiciled in any district of Punjab.
4. Candidates presently living / residing abroad and having Punjab Domicile may also apply.
5. 15% quota is reserved for woman, 5% quota for minorities, 3% quota for disabled persons and the above mentioned posts have been calculated as per prescribed quotas for recruitment.
6. The employees of Government / Semi government / autonomous bodies should apply through their respective departments.
7. Recruitment will be made according to the prevalent policy of Government of the Punjab.
8. If a large number of applications are received for the posts, short listing may be made on the basis of Academic Qualifications / Previous Experience.
9. Only short listed candidates will be called for interview.
10. The date of interview will be communicated through call letters/telephone call/SMS/E-Mails.
11. The candidates are advised to bring their original certificates / documents and CNIC at the time of interview.
12. The relaxation in upper age limit will be given according to Notification of the S&GA Department, Government of the Punjab and the same has been shown above, against each category of quotas, as part of advertisement.
13. Upper age and lower age limits should be calculated from the cut-off date of advertisement of the posts.
14. Females may also apply, if they meet the requisite eligibility criteria for the advertised posts.
15. No relaxation of age whatsoever will be given except as shown in the advertisement.
16. To avoid frustration, candidates are advised in their own interest to make sure before applying that they fulfill all the requirements of the rules and selection criteria as advertised relating to the post before the closing date.
17. The number of posts can be increased / decreased without any intimation.
18. Overseas Pakistanis Commission, Punjab reserves the right to reject any application (s) without assigning any reason as well as abandon / cancel this recruitment at any stage.
19. No TA/DA will be given for interview.
20. The candidates are directed to clearly mention the name of post applied for on the envelope.
21. The applications must reach the office of the undersigned by **02.02.2018**.

(MUHAMMAD HUSSAIN)
ASSISTANT DIRECTOR (HR)

(IPL-919)

Punjab Overseas Pakistanis Commission, Chief Minister's Office

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