



Government of Pakistan  
**MINISTRY OF OVERSEAS PAKISTANIS AND  
HUMAN RESOURCE DEVELOPMENT**

## **SITUATION VACANT**

Applications are invited for recruitment against the following vacancies 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.	<b>Assistant</b>	15	01	Graduate Computer Literate	Sindh (U)	=01 25+5 =30
2.	<b>Stenotypist</b>	14	03	Intermediate minimum speed 80/40 in shorthand/ typing respectively Computer literate preferable	Punjab (General) Punjab (Woman) Punjab (Minority)	=01 =01 =01 25+5 =30
<b>Total:</b>			04			

### **Terms & Conditions:**

1. All appointments will be made in accordance with the prevailing Recruitment Rules/Policy of the Federal Government.
2. Screening tests/skill tests for the posts of (BS-14 to 15) shall be conducted by M/s Candidates Testing Service (CTS). Eligible candidates must visit the website [www.cts.org.pk](http://www.cts.org.pk) for submission of application. Test fee of Rs.34/- per application be deposited by the applicant in any online branch of Muslim Commercial Bank in **Account No. 0807641201007160**.
3. Application Form and Deposit Slip for the posts of (BS-14 to 15) should be furnished directly to M/s CTS without attaching copies of educational certificates.
4. Candidates who possess awareness about Computer Hardware and software in addition to requirement of prescribed qualification of the post shall be considered as extra qualification.
5. Age between 18 to 25 years. Relaxation in age will be admissible according to the Government policy.
6. Government employees should send their application through proper channel.
7. Only shortlisted candidates shall be called for test/interview. No TA/DA will be admissible for appearing in the test/interview.
8. Mobile phone, calculator or any other electronic device will not be permissible in the test Centre.
9. The competent authority reserves the right to cancel/postpone recruitment process at any stage.
10. Separate Application Form for each post, duly complete in all respect may be furnished to the under mentioned addresses **within 15 days** after publication of this advertisement. Applications received after the closing date will not be entertained.
11. Applications send to **Director (Admn & Finance) M/s Candidates Testing Service Office No. 04, 2<sup>nd</sup> Floor, Panther Plaza, F-8 Markaz, Islamabad Ph: 051 - 2817158 - 59 / Website: [www.cts.org.pk](http://www.cts.org.pk) Email: [info@cts.org.pk](mailto:info@cts.org.pk)**

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