

SITUATION VACANT

Applications are invited to fill the following temporary vacant post in President's Secretariat (Public), Aiwan-e-Sadr, Islamabad:

S.No.	Name of Post with BPS	Minimum Qualifications	No. of vacancy	Domicile/ Quota	Maximum Age Limit
1.	Driver (BS-04)	Primary with valid (LTV/HTV) driving license and well versed with traffic rules.	01	Local (Islamabad Capital Territory (ICT) under Minorities Quota (Non-Muslim))	30 years

GENERAL INSTRUCTIONS

1. Eligible candidates should submit their applications on prescribed form within 15 days of this advertisement.
2. The attested copies of CNIC, domicile, valid driving license (LTV/HTV), degrees/ certificates must be attached with application form.
3. Submission of original documents shall be mandatory at the time of test/interview.
4. Applicants already in Government service may apply through proper channel.
5. General relaxation of upper age limit up to five years shall be applicable to all the candidates as admissible under Initial Appointment to Civil Posts (Relaxation of Upper Age Limit) Rules, 1993.
6. No TA/DA will be admissible for the purpose of test/interview.
7. Only short-listed applicants will be called for test/interview.
8. The competent authority reserves the right to cancel/postpone recruitment process at any stage.

HOW TO APPLY

1. Information provided in the application form will be verified before issue of Offer of Appointment. In case of any false or forged information, President's Secretariat (Public) reserves the right to cancel candidature at any stage (even after employment, if so revealed later) and to initiate a legal action against the applicant.
2. Last date of submission of application form is 15 days from the date of publication of this advertisement. Applications received after the closing date will not be entertained.
3. Application form can also be downloaded from the official website of President's Secretariat (Public) www.president.gov.pk
4. Applications may be sent directly to Deputy Director (Admin), President's Secretariat (Public), Aiwan-e-Sadr, Islamabad.

(Amin Ullah Tareen)
Deputy Director (Admin)
Tele: 051-9204851

PRESIDENT'S SECRETARIAT (PUBLIC)

AIWAN-E-SADR

APPLICATION FORM

Name of post applied for: _____

CNIC:

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Name: _____

Father's Name: _____

Date of Birth: _____ Age: _____

Domicile (Only):

Islamabad Capital Territory (ICT)

Religion: _____

Educational Qualification: _____

Relevant Experience (in years with supporting documents): _____

Professional Qualifications (if any): _____

Contact No: _____ Cell No: _____

Postal Address: _____

Date: _____

Applicant's Signature: _____