

**GOVERNMENT OF PAKISTAN
MINISTRY OF COMMUNICATIONS
DIRECTORATE GENERAL PAKISTAN POST OFFICE ISLAMABAD**



SITUATION VACANT

Applications are invited from the candidates who are domicile holders of the location of vacancy and fulfill the qualification / quota requirement on "APPLICATION FORM" available at www.pakpost.gov.pk to fill the following posts in Pakistan Post Office Department. The Candidates should mention the name of post applied for on top of the envelope.

S/No.	Nomenclature of Post	BPS	Vacant Posts	Location of Vacancy	Qualification	Quota
1	Assistant	14	4	DG PPO Islamabad	Graduate	Sindh (U)=1 Balochistan-1 Woman (Punjab)=1 Minority (Punjab)=1
2	Steno Typist	14	6	DG PPO Islamabad	(i) Intermediat (ii) A minimum speed of 80/40 w.p.m in shorthand/ typing respectively	Punjab=1 Balochistan-1 KPK=2 FATA/NA=1 Woman (Punjab)=1
3	DEO	12	1	DG PPO Islamabad	(i) BSC Mathematics / Statictics / Pyhsics / Chemistry / with a minimum speed of 10,000 key depressions per hour for data entry	FATA/NA
4	French Knowing Assistant	12	1	DG PPO Islamabad	(i) Graduate (ii) Proficiency certificate in French language from a recognized Educational Institute	Merit
5	UDC	9	11	DG PPO Islamabad	(i) Intermediate (ii) Computer litrates preferable	Merit=1 Punjab=4 Sindh (U)=1 Balochistan-1 KPK=2 FATA/NA=1 Minority (Punjab)=1
6	AC Mechanic	7	1	DG PPO Islamabad	Matric 2 years Certificate in Refrigeration and Air Conditioning from the Provincial Board of Technical Education preferably having practical experience in the relevant field.	Merit
7	LDC	7	5	DG PPO Islamabad	(i) Matric (ii) Minimum typing speed of 30 w.p.m	Sindh (U)=1 Balochistan=2 FATA/NA=1 Minority (Punjab)=1
8	Conservancy Inspector	6	1	DG PPO Islamabad	(i) Diploma in Sanitation and hygiene from a recognized Institute (ii) Practical Experience prefeble	Merit
9	Mail Motor / Fitter	5	1	DG PPO Islamabad	a). Matriculate. b). 6 months proficiency certificate in Auto-mobile Technology from any board of Technical Education.	Punjab

10	Mason	3	1	DG PPO Islamabad	(i) Must be able to read and write one of the local languages. ii) Proficiency in the job/trade. (iii) Must compete successfully in the practical test in the relevant trade.	Local
11	Plumber	3	1	DG PPO Islamabad		
12	Mali	1	1	DG PPO Islamabad	(i) primary (ii) Must compete successfully in the Examination	Local
13	Naib Qasid	1	6	DG PPO Islamabad		Ex-Serviceman=3 Local=3
14	Security Guard	1	1	DG PPO Islamabad		Ex-Serviceman
15	Saintary Worker	1	2	DG PPO Islamabad	i) Primary pass. (ii) 3 years practical experience of the job/trade. (iii) Must compete successfully in the practical test in the relevant field	Local

OTHER TERMS AND CONDITIONS:

- 1 Applications should reach the undersigned on prescribed "Application Form" within 15 days of publication of advertisement in the Newspapers through registered post. No application will be received by hand.
- 2 In terms of the Establishment Division's O.M No. F.9/2/91-R-3 dated 28-11-2000 the upper age limit is further relaxable by 5 years over and above the prescribed age (i.e 18 to 25 year at the time of application)
- 3 The applicants will be considered only for the post lying vacant in the share of their place of domicile.
- 4 Crossed Postal Order for Rs. 200/- in favor of Director General, Directorate General Pakistan Post Office Department, Islamabad will be required with each APPLICATION FORM. In case of non availability of Postal Orders, the examination fee Rs.200/- can be paid on ACG-67 at any Post Office as per circular No. IM.3-2/2003 dated 27-01-2015.
- 5 Date/time of interview will be notified later on.
- 6 Eligible Govt. servants may apply through proper channel on or before the closing date.
- 7 The competent authority is empowered to change/amend or cancel the advertisement and to increase or decrease the vacancies in accordance with the policy of Government or the Pakistan Post Office Department.
- 8 Applications received incomplete or after due date will not be entertained.
- 9 No TA/DA will be admissible for test/interview.
- 10 Age relaxation where required will be granted as per rule where it will be admissible.
- 11 Application should be addressed to the following officer

S. ALI ZAMIN NAQVI
Assistant Deputy Director General (Recruitment)
Directorate General, Pakistan Post Office
Islamabad
Ph. 051-9260705