

# SITUATION VACANT

Applications are invited from eligible Male/Female citizens of Pakistan for the following vacant posts in Armed Forces Institute of Urology (AFIU) Rawalpindi:-

S.NO	Name of Post	BPS	Vacant Posts	Qualification / Experience	Domicile
1.	Assistant	15	01	(i) BA with minimum 2 <sup>nd</sup> division from recognized institute. (ii) Typing speed 40 word per minute and shorthand 80 words per minutes.	Punjab - 01
2.	Computer Operator	11	03	Intermediate with 01 year diploma in IT from a recognized institute.	Punjab -01 Sindh (Rural) - 01 KPK -01
3.	Medical Record Keeper	09	02	Intermediate or equivalent course in MS Office.	Punjab -01 Sindh (Rural) - 01
4.	UOC	11	04	(i) Intermediate (ii) Typing speed 30 words per minute. (iii) 01 year diploma in IT will be preferred.	Punjab -02 Sindh (Rural) - 01 KPK -01
5.	ECG Technician	09	03	Matric with Certificate in ECG Technician Course	Punjab -01 Sindh (Rural) - 01 KPK -01
6.	Analytic / Med Transcriptions	09	02	(i) Matric (ii) 06 Months diploma in IT from recognized institute will be preferred.	Punjab -01 Sindh (Rural) - 01
7.	Storeman	09	02	Matric with knowledge of Automation	Punjab -01 Sindh (Rural) - 01
8.	LDC	09	02	(i) Matric (ii) Typing speed 30 words per minute (iii) 01 year diploma in IT will be preferred.	Punjab -01 Sindh (Rural) - 01
9.	Nursing Assistant (Male / Female)	07	08	Matric with science with one year diploma in Nursing from a recognized institution.	Punjab -04 Sindh (Rural) - 01 KPK -01 Open Merit -01 Baluchistan -01
10.	Receptionist (Male/Female)	07	03	Matric	Punjab -01 Sindh (Rural) - 01 KPK -01
11.	Telephone Operator	07	02	(i) Matric (i) Skill in relevant field	Punjab -01 Sindh (Rural) - 01
12.	Vehicle Mechanic	06	01	Matric with 05 year experience in repair and supervising the vehicle repair.	Punjab -01
13.	Lift Operator	06	01	(i) Middle (ii) Skill in relevant field	Punjab -01
14.	Plumber	05	01	(i) Middle (ii) Skill in relevant field	Punjab -01
15.	Electrician	04	02	(i) Middle (ii) Skill in relevant field	Local
16.	Driver	04	05	(i) Middle (ii) Skill in relevant field	
17.	Ward Boy	04	20	(i) Middle (ii) Skill in relevant field	
18.	Aya	02	11	(i) Primary (ii) Skill in relevant field	
19.	Sweeper (Male/Female)	01	16	Primary	
20.	Chowkidar	01	06	Primary	
21.	Naib Qasid	01	08	Primary	

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## Terms and Conditions

- Age and experience shall be counted as on the closing date of submission of applications.
- Government Servants should submit their applications through their respective department.
- Interested candidates are requested to submit their applications along with attested photocopies of CNIC, experience certificate, 2 x passport size photographs and academic documents within 15 days of advertisement in newspaper. Late submission of applications after due date will not be accepted.
- If a candidate is interested in applying for more than one post, then separate application form and fees should be submitted for each post.
- Call letters for test/ interview will be issued after scrutiny of applications.
- No TA/DA will be admissible for appearing in written test/interview.
- Incomplete applications and applications with fake documents/false information shall be rejected on detection at any stage of the recruitment process.
- Closing date for submission of applications is fifteen (15) days from the date of advertisement in newspapers.
- After selection only Medically FIT candidates will be issued appointment letter.
- Age Limit**

a.	Age limits is as under:- (1) For all posts	18-25 years
b.	(2) The maximum age limits will be relaxed 3 years in the case of candidates belonging to Scheduled Castes, Buddhist Community, recognized tribes of the Tribal Areas, Azad Kashmir, Northern Areas (District of Gilgit, Skardu and Diamer), FATA, Sindh (Rural) and Baluchistan in accordance with the instructions issued by the Establishment Division.	18-28 years
	(3) Disabled Persons	40 years
	(4) Retired Armed Forces Personnels	45 years
	<b>Note:-</b> Where a candidate is eligible for age relaxation under more than one category specified above, he/she shall be allowed relaxation in one category only. In such cases, applications must be accompanied by adequate proof of age relaxation being claimed.	
b.	5 years general age relaxation over and above the above age relaxations will be given as per Govt Rules.	

## 11. Method of Applying

- For posts n BPS 5 to 14. Application form and deposit slip should be downloaded form Universal Testing Services (UTS) website ([www.uts.com.pk](http://www.uts.com.pk)). The prescribed test fee amounting to Rs. 350/- will be deposited in any of the country wide designated bank.
  - For posts in BPS 1 to 4 Application form and deposit slip should be downloaded form Universal Testing Services (UTS) website ([www.uts.com.pk](http://www.uts.com.pk)). The prescribed test fee amounting to Rs. 100/- will be deposited in any of the country wide designated bank.
12. Filled up application form along with the paid copy of deposit slip will be sent though courier to UTS Head Office 278/A Hazim ud Din Road F-10/I Islamabad.
13. For any further information, visit UTS website ([www.uts.com.pk](http://www.uts.com.pk)) or call 051-2112240