

# SITUATION VACANT

Applications are invited through Global Testing Services from suitable candidates of District Peshawar domicile holder, whose possess Degrees/certificates duly recognized by Higher education commission/ Relevant Board for appointment in Town Municipal Administration Town-1 Peshawar as per policy guidelines for recruitment of the Government of Khyber Pakhtunkhwa, LGE& RDD .

## ELIGIBILITY CRITERIA

S #	Name of Post & BPS	No of Posts	Educational Qualification/ Eligibility Criteria	Age Limit		Domicile
				Min	Max	
1	Assistant , BPS-16	1	i. Graduation from HEC recognized university ii. Three years relevant experience from Government organization	20	32	District Peshawar
2	Computer Incharge , BPS-16	1	i. BS/SC/BCS(computer Science ) with 10000 punching /data verification per hour ii. Three years experience in relevant filed in government organization	20	32	District Peshawar
3	Data Entry Operator /Computer Operator BPS-16	02	i. BA /B.Sc/BS with Economics , Mathematics /Physics, chemistry as one of the subject. ii. A minimum speed of ten thousand (10000)key punching /data verification per hour.	20	30	District Peshawar
4	Steno Typist BPS-14	01	i. Intermediate or equivalent qualification from a recognized Board or A Speed of 50 words per minutes in short hand in English and 35 word per minutes in typing and knowledge of computer in using MSword. MS Excell.	18	30	District Peshawar
5	Works Superintendent , BPS-14	01	i. BA/BS/B-Tech degree from recognized university with DAE Civil (Three years diploma ) from recognized Technical Board. ii. Two years relevant experience from Government /Semi government organization.	25	32	District Peshawar
6	Junior Clerks(BPS-11)	03	i. 1 <sup>st</sup> division Secondary School Certificate from recognized board. ii. A speed of 30 words per minute in typing.	18	30	District Peshawar
7	Assistant Building Inspector(BPS-07)	08	At least 2 <sup>nd</sup> Division in FA/FSC & one year Certificate Course in Draftsman or Surveyor from a recognized institute.	18	30	District Peshawar

## TERMS & CONDITIONS FOR APPLYING:

- 1) Prescribed Application form and other details are available at Global Testing services website [www.gts.net.pk](http://www.gts.net.pk) which must be read carefully before applying for any post.
  - 2) Application form should be carefully filled in by the candidate as the provided information will be considered final for further process.
  - 3) In case of any deficient, false or mis-information, candidate will be self responsible for the outcome and his/her candidature will be cancelled at any stage even after the test.
  - 4) Candidates had to prove their written statements of Application form, eligibility and authentication of documents accordance to advertisement upon submission of original documents at the time of interview subject to further verification from the concerned Board/University /School /Institution accordingly.
  - 5) Age will be calculated with effect from the last date of submission applications.
  - 6) A candidate can apply for more than one post upon submission of separate application form for each post with separate fee in separate envelope.
  - 7) GTS Prescribed Application form shall be submitted along with Fee submitted slip (GTS copy), and attested copies of CNIC and all relevant documents/Testimonial .
  - 8) Candidate will be responsible for any outcome arising from Incomplete and late applications.
  - 9) GTS will serve for screening purpose. Only shortlisted candidates will be considered for post test process.
  - 10) Applicants already in Government service should produce NOC at time of interview
  - 11) No TA/DA will be admissible for the purpose of test/ interview.
  - 12) Relaxation of age will be admissible as per existing government rules
  - 13) The competent authority reserves the right to increase or decrease number of posts on need and availability of the posts .
  - 14) The candidate are require to submit their application from to GTS Headquarter, Global Testing Services (GTS) Office # F-21, 1<sup>st</sup> Floor Midway Centrum, Intersection 6<sup>th</sup> Road , Murree Road Rawal Pindi within 15 days from the date of publication of this advertisement.
  - 15) Last date for submission of Application to the above mentioned address along with fee subject to fulfillment of the above terms and conditions.
- ❖ Candidates are required to stay connected with GTS website and call center [051-4853107](tel:051-4853107) for any information or updates.

**TMO, Town-I, Peshawar  
Town Municipal Administration,**