



PAKISTAN INSTITUTE OF MEDICAL SCIENCES ISLAMABAD



SITUATION VACANT

Applications are invited for recruitment to the following posts of BPS 01 to BPS-05 (local domicile holders (Islamabad)) on temporary / regular basis in Pakistan Institute of Medical Sciences, Islamabad. The requisite qualification and age are mentioned against each post:-

S. No.	Name of Post	BPS	No. of Posts	Qualification / Experience	Age
1.	Receptionist (Female) (IH -MRI=2 /CC=1)	5	3	Matric. 02 years experience in any recognized Institute. Computer knowledge will be preferred.	18-25
2.	Pruchi Clerk (CC=1)	5	1	Matric with typing speed 30WPM. The selected candidate shall have to undertake 03 week IT basic training Course including MS Office conducted by the (NITB) within one year.	18-25
3.	A/C Unit Operator (CH=3/MCH=3)	5	6	Matric with Science. 03 years experience in operation of AC Unit.	18-25
4.	Chiller Operator (CH=1)	5	1	Matric with Science. 03 years experience in absorption of AC Unit.	18-25
5.	Cook (CN=3/CMT=2)	5	5	Matric with 05 years' experience in relevant field	18-25
6.	Pump Room Operator (IH=1)	5	1	Matric with 03 years' experience in relevant field	18-25
7.	Driver (IH=33 /CH=7/MCH=2 /CN=3)	4	45	Middle with HTV Licence Matric Pass will be preferred	18-25
8.	Lift Operator (IH=1/CH=1)	4	2	Middle with 02 years experience in relevant field Matric Pass will be preferred	18-25
9.	Painter (IH=1)	3	1	Primary with 02 years experience in relevant field. Middle Pass will be preferred	18-25
10.	Carpenter (IH=1)	3	1	Primary with 02 years experience in relevant field. Middle Pass will be preferred	18-25
11.	Cook (IH=8/MCH=1)	2	9	Middle /Matric Pass will be preferred 02 years experience in relevant field	18-25
12.	Tailor (IH=01)	2	1	Middle with 02 years experience in relevant field Matric Pass will be preferred	18-25
13.	Press Man (IH=1)	2	1	Middle with 02 year experience in relevant field Matric Pass will be preferred	18-25
14.	Attendant (IH=7/CH=9)	2	16	Middle/ Matric Pass will be preferred	18-25
15.	Ward Attendant (CC=6)	2	6	Middle/ Matric Pass will be preferred	18-25
16.	Aya (IH=13/CH=14/MCH=10/New EAC=7)	2	44	Middle/ Matric Pass will be preferred Note: One post reserved for Disable Quota	18-25

17.	Ward Boy (IH=14/IH(Liver)=1/CH=5/BCC=3/New EAC=8/CC=1)	2	32	Middle/ Matric Pass will be preferred Note: Two posts reserved for Disable Quota	18-25
18.	Electric Helper (IH=1)	2	1	Middle /Matric Pass will be preferred 02 years experience in relevant field	18-25
19.	Tandorchi (IH=1)	2	1	Primary / Middle Pass will be preferred 02 years experience in relevant field	18-25
20.	Security Guard (IH-MRI=4)	2	4	Primary / Middle with Sufficient Experience will be preferred	18-25
21.	Naib Qasid (IH=5/CC=1/CH=4/MCH=1/BCC=1/CN=1)	1	13	Primary / Middle with Sufficient Experience will be preferred Note: One post reserved for Disable Quota	18-25
22.	Masalchi (CN=1/IH=1)	1	2	Primary /Middle Pass will be preferred Note: One post reserved for Disable Quota	18-25
23.	Chowkidar IH=15/CH=5/MCH=1/CN=5)	1	26	Primary /Middle Pass will be preferred (5feet & 10inches height) Ex. Army personnel with at least 5 feet & 10 inches height and Character Certificate from concerned In-charge officer. Age relaxation for Ex-Army is applicable	18-25
24.	Bearer (IH=4/CMT=1)	1	5	Primary /Middle Pass will be preferred	18-25
25.	Mali (IH=24 / CMT=1)	1	25	Primary / Middle with Sufficient Experience will be preferred Note: One post reserved for Disable Quota	18-25
26.	Sanitary Worker IH=12/CH=6/CN=1	1	19	Primary / Middle with Sufficient Experience will be preferred Note: Two posts reserved for Disable Quota	18-25
27.	Dish Washer (IH=2/MCH=1)	1	3	Primary / Middle with Sufficient Experience will be preferred	18-25
28.	Stretcher Bearer (IH=3/CC=2)	1	5	Primary /Middle Pass will be preferred	18-25
29.	Helper (CH=2)	1	2	Primary /Middle Pass will be preferred	18-25
30.	Lasker (IH=2)	1	2	Primary /Middle Pass will be preferred	18-25
31.	Dhobi (IH=1 / MCH=1)	1	2	Primary /Middle Pass will be preferred	18-25
32.	Kitchen Staff (BCC=1)	1	1	Primary /Middle Pass will be preferred	18-25
	TOTAL		286		

PLEASE NOTE:-

- i. The applications on prescribed proforma with one photograph and CNIC must reach R&I Section PIMS, Sector G-8/3, Islamabad within 15 days from the date of Publication of this advertisement.
- ii. The applications for all posts will have to be submitted through courier / registered post etc only. By Hand applications will not be entertained.
- iii. The General Age relaxation for a period of 05 years in upper age limit would be granted as provided in the Federal Government Rules:-
 - Government servants and contract employees who have completed 2 years continuous Government service on the closing date for receipt of applications. (10 years)
 - Disabled persons for appointment to posts in BPS-15 and below. (10 years)
 - Widow, son or daughter of a deceased civil servant who dies during service. (05 years)
- iv. 02% Disable Quota will be observed as per Federal Government Rules. 10 years age relaxation to disabled persons. 10% Women quota and 5% Minorities Quota will be observed as per Federal Government rules.
- v. Incomplete applications or received after due date will not be entertained
- vi. Government Servants should apply through proper channel.
- vii. All vacancies shall be filled on local basis through balloting
- viii. Application form is available on PIMS website www.pims.gov.pk and can also be obtained from R&I Section of PIMS Sector G-8/3, Islamabad.

Executive Director, PIMS