

## SITUATIONS VACANT

Applications are invited from Pakistani nationals for the following regular vacancies in the Council of Islamic Ideology, Islamabad.

<u>S.No</u>	<u>Nomenclature of the post</u>	<u>No. of Posts</u>	<u>Quota</u>	<u>Age Limit</u>	<u>Academic Qualification s/ Experience</u> 2
1.	Research Officer (BPS-17)	01	Merit Leave Vacancy (for a period of one year or till the joining of its incumbents who is on E.O.L)	24-35	i. M.A (Arabic) 2 <sup>nd</sup> Division  ii. 3 years experience in research / translation.  iii. Preference will be given to those having knowledge of Fiqh.
2.	Stenotypist (BPS-12)	01	Sind (R)	18 - 25 Years	i. Matric with 40/80 words per minute in typing and shorthand.  ii. Preference will be given to those having knowledge of computer.
3.	Key Punch Operator (Urdu) (BPS-11)	01	Merit (Preferably from Minorities)	18-25	i. Intermediate with 10,000 key depression per hour. ii. Preference will be given to those having good computer skills and knowledge of Arabic.
4.	Key Punch Operator (English) (BPS-11)	01	Merit	18-25	i. Intermediate with 10,000 key depression per hour. ii. Preference will be given to those having good computer skills and knowledge of Arabic..
5.	Upper Division Clerk (BPS-09)	01	Punjab	18-25	i. Intermediate.  ii. Preference will be given to those having knowledge of computer.
6.	L.D.C (BPS-07)	01	Quota reserved for disabled persons.	18-25	i. Matriculate with 30 words per minute typing speed.  ii. Preference will be given to those having good computer skills.
7.	Staff Car Driver (BPS-04)	01	Merit	18-25	Primary, Having LTV License with knowledge of traffic rules and regulation.
8.	Duplicating Machine Operator (BPS-04)	01	Merit	18-25	Literate, at least 4/5 years experience as Duplicating Machine Operator.

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9.	Naib Qasid (BPS-01)	01	Local Basis	18-25	Primary Pass.
10.	Sanitary Worker (BPS-01)	01	Local Basis	18-25	Preferably literate.

1. Applications mentioning the full bio-data of the applicant should reach the undersigned within 15 days from the date of advertisement.
2. Copies of educational certificates/documents etc. are not required to be sent with the application.
3. Official (s) already in government service should apply through proper channel. Relaxation in upper age limit will be given in accordance with the existing government policy/rules.
4. Council reserves the right to reject any application without stating any reason.
5. No TA/DA will be admissible for test/interview.
6. Incomplete applications or those received after due date will not be entertained.
7. Only short listed candidates will be called for test/interview.

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