

NON TEACHING STAFF

Sr	Name of Post	BPS	Qualification	Total No of Posts	Open Merit	Punjab			Sindh-U				Sind-R			KPK			Balochistan			FATA/G.B		AJK	Age limit including 5 years general age relaxation
						Merit	Non Muslim	Disabled	Merit	Women	Non Muslim	Disabled	Merit	Non Muslim	Disabled	Merit	Non Muslim	Disabled	Merit	Non Muslim	Disabled	Merit	Non Muslim		
a.	Accountant	14	B.Com or equivalent or higher qualification	5	2	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	18 – 30 Years	
b.	Steno Typist	14	(i) Intermediate or equivalent or higher qualification (ii) 40/80 wpm speed in Computer Typing/ Shorthand	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
c.	DEO	12	(i) Bachelor degree in Physics or Maths or Stats or Economics or equivalent or higher qualification (ii) 10000 key depression per hour	3	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
d.	UDC	11	(i) Intermediate or equivalent or higher qualification (ii) 3 weeks basic IT Training Course (including MS Office) from NITB	15	0	4	0	0	1	0	1	0	3	1	0	3	1	0	0	0	0	0	0	1	18 – 30 Years
e.	Lab Assistant	7	Matric with Science	25	0	0	2	2	6	0	0	1	5	0	1	0	0	1	3	0	0	2	1	1	

Terms & Conditions

- Married female candidates can apply on the basis of their own or husband's domicile.
- Candidates must mention their District domicile on application forms.
- Upper age limit will be relaxed according to Govt policy as under:-

a.	(1) Candidates, belonging to Scheduled Castes, Buddhist Community recognized tribes of the Tribal Areas, Azad Kashmir and Northern Areas for all posts under the Federal Government (2) Candidates belonging to Sindh (R) and Balochistan for post in BPS-15 and below under the Federal Government	3 Years
b.	Released or Retired Armed Forces Personnel	15 years or the number of years actually served in the Armed Forces of Pakistan, which ever is less.
c.	Govt servants who have completed 2 years continuous Govt service on the closing date of receipt of applications.	10 years up to the age of 55 years
d.	Disabled persons	10 years (subject to provision of disability certificate).
e.	Widow or son or daughter of a deceased civil servant who died during service	5 years

- A candidate may apply for more than one post by submitting separate form for each post with separate fee.
- Professional Qualification i.e. CT/B.Ed/M.Ed/BS.Ed/M.A (Education) or equivalent (for teachers), certificate in Library Sciences or equivalent (for Library Assistant/Assistant Librarian) and Diploma/ Certificate in Band (for Bandmaster) is mandatory.
- Result awaiting candidates are not eligible.
- Candidates shall present original documents at the time of interview. In case, any of the documents is found fake or bogus at any stage, candidature of the particular candidate will stand cancelled. Even in case of selection, such fake documents whenever found, will lead to appropriate disciplinary action against such person.
- Incomplete application forms in any respect shall not be entertained by NTS.
- Age and qualification of the candidates shall be determined on _____ as per advertisement.
- Final selection / recruitments of candidates shall be made after detailed scrutiny of candidates.

- Govt servants will require to produce NOC of their department at the time of interview.

HOW TO APPLY

- Candidates are required to send their application to NTS Headquarters, Islamabad on prescribed Forms alongwith paid online deposit slip (original).
- Application Form and online deposit slip are available on National Testing Service Website www.nts.org.pk.
- Application Form must reach at the given address **not later than** _____.
- NTS will not be responsible for the late receipt of applications sent through post or by any courier service.
- Test fee must be deposited through prescribed deposit slip on any online branch of HBL, MCB, UBL or ABL. Application without deposit slips will not be entertained.
- Candidates are not allowed to bring cell phones to the examination centres.
- Deposited amount is non refundable and non transferable.
- Applications submitted by hand will not be entertained.
- Change of test centre, category is not allowed. Original CNIC and Roll Number Slip are mandatory for test entry.
- No TA/DA is admissible for written test/ interview.

Last date for submission of application forms ______2017

**For Further information, please contact: UAN : +92-51-844-444-1
National Testing Service-Pakistan. NTS Headquarter 1-E Street No.46, Sector I-8/2, Islamabad
FGEI (C/G) Directorate Sir Syed Road, Rawalpindi Cantt**