

SITUATIONS VACANT

Applications are invited from Pakistani Nationals to fill up the under mentioned vacancies in the **Federal Ombudsman Secretariat for Protection Against Harassment (FOSPAH)**, Islamabad on **Regular Basis**.

S.No.	Name of Post and BPS	No. of Post (s)	Station	Age Min – Max	Qualification/ Experience
1.	Assistant Director (Admn) (BPS-16)	01	Islamabad – 01	22-30	i. Second Class or Grade "C" Bachelor's Degree from any recognized University.
2.	Assistant Director (IT) (BPS-16)	01	Islamabad – 01	22-30	i. Second Class or Grade "C" Bachelor's Degree from any recognized University.
3.	Assistant Accounts Officer (AAO) (BPS-16)	01	Islamabad – 01	22-30	i. Second Class or Grade "C" B.Com/ IBBA/ BCS from a University recognized by the Higher Education Commission; and ii. Final Examination of Association of Accounting Technicians of Pakistan (AAT); or iii. Foundation Examination of Institute of Chartered Accounts of Pakistan (ICAP). OR 2nd Class or grade "C" Master's Degree in Commerce/ Business Administration/ Finance/ Accounts from a University recognized by the Higher Education Commission.
4.	Assistant Registrar (BPS-16)	01	Islamabad – 01	22-30	i. Second Class or Grade "C" Bachelor's Degree from any recognized University in Law.

INSTRUCTIONS:

1. The candidates fulfilling above conditions may send their applications through below mentioned testing service.
2. Candidates already working in the Government Organizations/ Departments must apply through proper channel.
3. No TA/DA will be admissible for test/interview.
4. Incomplete applications and those received after due date will not be entertained.
5. Five (05) years general age relaxation is applicable. Further age relaxation will be given as per Government rules.
6. In case of any query please contact **Coordination Officer**, Ph: **051-9262952**

HOW TO APPLY:

1. Please, Download the Application Form alongwith the prescribed Test Fee Deposit Slip from STS website, (www.sts.org.pk).
2. Application Forms improperly filled-up, in-complete, without paid copy of deposit slip will be rejected.
3. Please submit your test fees through prescribed deposit slip on any online branch of designated bank.
4. Applications submitted by hand will **NOT BE ENTERTAINED**.
5. STS is not responsible for the late receipt of applications sent through post or by any courier service.
6. **Applications must be submitted within 15 days of publication of this advertisement.**
7. Please do not attach original documents only attested photocopy of educational certificate, CNIC, Domicile and PRC, & four passport size photographs are required with the application forms at this stage.
8. The candidates may also apply online at National Jobs Portal (NJP) <https://njp.gov.pk>
9. The candidates applying through National Jobs Portal (NJP), will have to submit testing fee of the testing service through prescribed deposit slip from the testing service website: www.sts.org.pk after receiving email/ sms from the testing service.