

SITUATIONS VACANT

Applications are invited from the nationals of Pakistan who are domicile holders as shown against each vacancy/post and fulfill the prescribed qualification as per quota requirement on "APPLICATION FORM" available at official website of Pakistan Post Office Department www.pakpost.gov.pk.

Directorate General Pakistan Post Office Islamabad

Sr. #	Name of Post	BPS	No. of Posts	Vacancy location	Qualification	Quota	Domicile (District)
1	Assistant	15	18	Directorate General Pakistan Post Islamabad	Graduation	Merit = 2	Domicile holders of all Pakistan
						Punjab = 7	Domicile holders of Punjab including Islamabad
						Sindh (R) = 2	Rural Areas of Sindh i.e., rest of Sindh excluding Karachi, Hyderabad and Sukkur
						Sindh U = 1	Urban areas of Sindh namely Karachi, Hyderabad and Sukkur
						Baluchistan = 1	Domicile holders of Baluchistan province
						KPK = 2	Domicile holders of KPK province
						AJK = 1	Domicile holders of AJK
GB = 1	Domicile holders of GB						
						FATA = 1	Domicile holders of FATA
2	Data Entry Operator	14	3		(i) 2nd Class or Grade "C" bachelor degree with Computer Science / Statistics / Mathematics / Physics from a University recognized by the HEC. (ii) Minimum speed of 10,000 key depression per hours for data entry/ verification.	Merit = 1	Domicile holders of all Pakistan
						Sindh (R) = 1	Rural Areas of Sindh i.e. rest of Sindh excluding Karachi, Hyderabad and Sukkur
						Balochistan = 1	Domicile holders of Baluchistan province
6	Driver		5		(i) Primary Pass. (ii) Valid Driving License holder and well versed in traffic rules. (iii) Must compete successful in the practical test in the relevant trade.	Punjab=3 Balochistan=1 Sindh(R)=1	1. Domicile holders of Punjab including Islamabad 2. Domicile holders of Baluchistan province 3. Domicile holders of Sindh (Rural)

Balochistan Circle Quetta

Sr. #	Name of Post	BPS	No. of Posts	Vacancy Location	Qualification	Quota	Domicile (Districts)
1	Steno Typist	14	1	Quetta Division-I	(i) Intermediate. (ii) A minimum speed of 80/40 w.p.m in shorthand/typing respectively. (iii) Must be computer literate.	Merit	Pishin, Killa Abdullah, Zhob, Barkhan, Musakhel, Killa Saifullah, Ziarat, Sherani, Loralai
			2	Circle Office Balochistan, Quetta	Merit	All Districts of Balochistan	
2	Postal Clerk	9	27	Quetta Postal Division-II	Intermediate or Equivalent	Merit=21 Women=4 Minority=2	Quetta, Basima, Chaghi, Nushki, Kharan, Washuk
			8	Quetta Postal Division-I		Merit=4 Women=2 Minority=2 Disable=1	Pishin, Killa Abdullah, Zhob, Barkhan, Musakhel, Killa Saifullah, Ziarat, Sherani, Loralai
			7	Quetta GPO		Merit=6 Women=1	Quetta
			3	Mekran Postal Division		Merit=2 Minority=1	Panjgoor, Kech, Gawdar.
			3	Loralai GPO		Merit=2 Women=1	Loralai
			12	Sibi Postal Division		Merit=8 Disable=1 Women=2 Minority=1	Lehri, Dera Bughti, Nasirabad, Jafarabad, Kachi, Jal Magsi, Sohbat Pur.
			20	Khuzdar Postal Division		Merit=16 Women=3 Minority=1	Khuzdar, Kalat, Lasbela, Sikandarabad (Sorab)
1	Khuzdar GPO	Merit	Khuzdar				
3	Sorter	9	17	MST "Q" Division Quetta	Intermediate or Equivalent	Merit=11 Women=4 Minority=2	All Districts of Balochistan
4	Postman	7	8	Quetta GPO	Matric	Merit=7 Minority=1	Quetta
			9	Quetta Postal Division - II		Merit	Quetta, Basima, Chaghi Nushki, Kharan, Washuk.
			4	Quetta Postal Division-I		Merit-3, Minority-1	Pishin, Killa Abdullah, Zhob, Barkhan, Musakhel, Killa Saifullah, Ziarat, Sherani, Loralai
			10	Sibi Postal Division		Merit-09, Minority-01	Lehri, Dera Bughti, Nasirabad, Jafarabad, Kachi, Jal Magsi, Sohbat Pur.
			20	Khuzdar Postal Division		Merit=19 Minority=1	Khuzdar, Kalat, Lasbela, Sikandarabad (Sorab)
			4	Loralai GPO		Merit	Loralai
15	Mekran Postal Division	Merit=14, Minority=01	Panjgur, Gawadar, Kech				
5	Delivery Agent	7	2	Express Post Center, Quetta GPO	i). Matric ii. Having Valid Motor Cycle Driving License.	Merit	Quetta
6	Driver	4	3	Quetta GPO	i) HTV Driving License ii) Must compete successfully in relevant job	Merit	Quetta
7	Mail Peon	2	19	Khuzdar Postal Division	i. Middle ii. Must compete successful in the examination. iii. Extra Departmental Agent will be given preference.	Merit=18, Minority=01.	Khuzdar, Kalat, Lasbela, Awaran Sikandarabad (Sorab).
			1	Turbat GPO		Merit	Turbat
			7	Quetta Postal Division-I		Merit	Pishin, Killa Abdullah, Zhob, Barkhan, Musakhel, Killa Saifullah, Ziarat, Sherani, Loralai
			11	Sibi Postal Division		Merit=10, Minority-01.	Sibi, Lehri, Dera Bughti, Nasirabad Jafarabad, Kachi, JalMagsi, SohbatPur
			12	Quetta Postal Division-II		Ex-Servicemen-1 Merit -09 Minority-01 Disable-01.	Quetta, Basima, Chaghi, Nushki, Kharan, Washuk
2	Mekran Postal Division	Merit	Panjgoor, Kech, Gawdar.				
8	Mail Runner	2	1	Sibi Division		Merit	Sibi, Lehri, Dera Bughti, Nasirabad Jafarabad, Kachi, JalMagsi, SohbatPur
9	Porter	2	14	MST "Q" Division, Quetta		Merit=12, Ex-Servicemen=1 Minority=01.	All Districts of Balochistan
10	Packer	2	1	Circle Office Quetta		Merit	All Districts of Balochistan
11	Attendant	1	1	Quetta GPO	i) Primary pass ii. Must be able to read and write one of the local language. (ii) Proficiency in cooking foods.	Merit	Quetta
			1	Quetta Postal Division-II		Merit	Quetta, Basima, Chaghi, Nushki, Kharan, Washuk
			1	Quetta Postal Division-I		Merit	Pishin, Killa Abdullah, Zhob, Barkhan, Musakhel, Killa Saifullah, Ziarat, Sherani, Loralai
12	Mali	1	1	Quetta GPO	i) Primary pass ii) Must compete successfully in the examination	Merit	Quetta
13	Naib Qasid	1	3	Circle Office Quetta		Merit	All Districts of Balochistan.
14	Office Peon	1	1	EPC Quetta GPO	i) Primary pass (ii) Must compete successfully in the examination	Merit	Quetta
			1	Circle Office Quetta		Merit	All Districts of Balochistan.
			1	Khuzdar Postal Division		Merit	Khuzdar, Kalat, Lasbela, Awaran Sikandarabad (Sorab)
15	Orderly Peon	1	1	MST "Q" Division		Merit	All Districts of Balochistan.
16	Sanitary Worker		1	Quetta GPO	(i) Primary (ii) 3 years practical experience of the job/trade Must compete successfully in the practical test in the relevant job/trade	Merit	Quetta
			1	Turbat GPO		Merit	Turbat
			1	Quetta Postal Division-II		Merit	Quetta, Basima, Chaghi, Nushki, Kharan, Washuk
			1	Loralai GPO		Merit	Loralai
			2	Quetta GPO		Merit	Quetta
17	Security Guard		1	Quetta Postal Division-I	i. Primary ii. Must complete successfully in the examination.	Merit	Pishin, Killa Abdullah, Zhob, Barkhan, Musakhel, Killa Saifullah, Ziarat, Sherani, Loralai
			1	Quetta Postal Division-II		Merit	Quetta/ Basima/ Chaghi Nushki/ Kharan/ Washuk
			3	Circle office Quetta		Merit=02, Ex-Servicemen=1	(All Districts of Balochistan)
			1	Turbat GPO		Ex-Servicemen=1	Turbat
			1	Khuzdar Postal Division		Ex-Servicemen=1	Khuzdar, Kalat, Lasbela, Awaran Sikandarabad (Sorab)
TOTAL			269				

(Application for the above-mentioned posts should be addressed at the following address)

DY. POSTMASTER GENERAL (ADMN.)
Office of the Postmaster General, Balochistan Circle Quetta

Terms and conditions:

- 1) Applications should reach to the authority concerned whose address is shown under each advertisement for respective vacancy, alongwith attested copies of all required documents within 15 days of publication of this advertisement in the Newspapers through UMS (Urgent Mail Service) or Registered Post of Pakistan Post. No application will be received by hand.
- 2) Age limit: (i) For Assistant (BPS-15) 18-28 years; (ii) For Drivers (BPS-4) 18-25 years; (iii) For all other vacancies/posts above 18-25 years. Age limit will be considered up to closing date of submission of applications. (Maximum Age limit for Staff Car Drivers shall be 30-Years)
- 3) No relaxation will be allowed in lower age limit, however, in terms of the policy of the Federal Government (amended from time to time) upper age limit is further extendable by 5 years over and above the prescribed age. Further relaxation will be given as per following table:

Category of candidates	Age relaxation admissible
Candidates belonging to Scheduled Castes, Buddhist Community, recognized tribes of the Tribal Areas, Azad Kashmir and Gilgit Baltistan, Sindh (R) and Balochistan	3 years.
Released or Retired Officers personnel of the Armed Forces of Pakistan.	15 Years or the number of years actually served in the Armed Forces of Pakistan, whichever is less.
Government servants who have completed 2 years continuous Government service on the closing date for receipt of applications.	10 years, up to the age of 55 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

- 4) Application of applicants will be considered only for the post lying vacant in the share of their place of domicile.
- 5) Each Application Form should be accompanied with a Postal Order or ACG-67 Receipt worth Rs.500/- (*in original*) in the name of respective authority mentioned under each advertisement for respective vacancy.
- 6) Eligible Government servants must apply through proper channel.
- 7) Only eligible candidates will be called for test/interview.
- 8) Department can increase/decrease number of advertised posts/number of vacancies at any time during recruitment process.
- 9) Applications received incomplete or after due date shall not be entertained.
- 10) Applicants must bring original valid CNIC to the examination center.
- 11) Mobile Phones are not allowed in examination center.
- 12) The candidates appointed against the posts of Assistant (BPS-15), UDC (BPS-11) & LDC (BPS-9) shall have to qualify the mandatory prescribed IT Training course of National Information Technology Board (NITB) after final selection.
- 13) The competent authority reserves the right to cancel the recruitment process, increase/decrease the number of posts as per requirement against any post at any stage without assigning any reason.
- 14) No TA/DA will be admissible for test/interview etc.