

GOVERNMENT OF PAKISTAN
PAKISTAN METEOROLOGICAL DEPARTMENT
HEADQUARTERS OFFICE, SECTOR H-8/2
ISLAMABAD

SITUATION VACANT

Applications are invited for the posts as per detailed given below in Pakistan Meteorological Department to fill the vacant posts across the country on Regional / Provincial / Local Quota basis:-

S. No	Name of posts	No. of posts	Quota	Eligibility Criteria / Qualification / experience	Age limit
01	Assistant (Ministerial) (BS-15)	04	Punjab=03 <u>For Women</u> Punjab=01	Graduate Candidate (if appointed) will have to qualify 06 Weeks Basic IT Training Course (including MS Office) conducted by NITB) within probationary period otherwise his appointment is liable to be terminated.	18-25
02	Stenotypist (BS-14)	04	Punjab=02 Balochistan=01 <u>For Women</u> Punjab=01	i) Intermediate. ii) A minimum speed of 80/40 WPM in Shorthand / typing respectively. iii) Basic Computing Skills literates preferable.	18-25
03	Meteorological Assistant (BS-14)	35	Merit=02 Punjab=18 Sindh-R=03 KPK=03 Balochistan=01 GB/FATA=01 AJK=02 <u>For Women</u> Punjab=02 Sindh-U=01 KPK=01 <u>For Minorities</u> Punjab=01	i) 2 nd Class B.Sc Degree with Meteorology / Environment / Space Science / Agrometeorology / Hydrology / Geophysics / Geology / Geography / Physical Chemistry / Physics / Electronics as one of the subject. ii) Mathematics upto intermediate level essential.	18-25
04	Sub-Engineer (Electronics) (BS-13)	06	Merit=01 Punjab=01 KPK=01 Balochistan=01 GB/FATA=01 AJK=01	03 years Post-Matric Diploma of Associate Engineering (DAE) from recognized Institution in Electronics/Electronic Instrument/Radio & Communication.	18-25

05	Computer Data Entry Operator (BS-12)	15	<p>Punjab=07 Sindh-R=01 Sindh-U=01 KPK=01 Balochistan=01 AJK=01</p> <p><u>For Women</u> Punjab=01 Sindh-R=01</p> <p><u>For Minorities</u> Punjab=01</p>	<p>i) 2nd Class or Grade C Bachelor's Degree with Computer Science/ Statistics / Mathematics / Physics.</p> <p>ii) Minimum speed of 10,000 key depressions per hour for data entry / verification.</p>	18-25
06	Lower Division Clerk (BS-09)	05	<p>Merit=01 Punjab=02 Sindh-R=01 KPK=01</p>	<p>Matric with 30 w.p.m. speed of typing</p> <p>Candidate (if appointed) will have to qualify 03 Weeks Basic IT Training Course (including MS Office) conducted by NITB) within probationary period otherwise his appointment is liable to be terminated</p>	18-25
07	Senior Observer (BS-09)	38	<p>Merit=03 Punjab=17 Sindh-R=03 Sindh-U=03 KPK=03 AJK=01</p> <p><u>For Women</u> Punjab=02 Sindh-R=01 Sindh-U=01 KPK=01 Balochistan=01 GB/FATA=01</p> <p><u>For Minorities</u> Punjab=01</p>	<p>i) F.Sc 2nd Division in Science Group.(Pre-Engineering / Non Medical)</p> <p>ii) Computer literate will be preferable.</p>	18-25
08	Radio Mechanic (BS-07)	12	<p>Merit=02 Punjab=03 Sindh-R=02 Balochistan=01 GB/FATA=02</p> <p><u>For Women</u> Sindh-U=01</p> <p><u>For Minorities</u> Punjab=01</p>	<p>i) Matric in Science Group</p> <p>ii) 03 years experience of repairing Radio / TV</p> <p>iii) Computer literate will be preferable.</p>	18-25

09	Observer (BS-07)	33	Merit=04 Punjab=24 Sindh-R=02 Sindh-U=01 KPK=02	i) Matric 2 nd Division in Science Group. ii) Computer literate will be preferable.	18-25
10	Mechanic Grade-II (BS-05)	05	Punjab=02 AJK=01 <u>For Women</u> Sindh-U=01 KPK=01	i) Middle ii) 02 Years experience in a Workshop as Fitter / Turner / Blacksmith / Watch Maker / Carpenter / Moulder / Painter / Electronic Instruments Repairer.	18-25
11	Driver (BS-04)	03	Punjab=03	i) Primary Pass ii) Valid driving license holder and well versed in the traffic rules	18-30
12	Laboratory Attendant (BS-02)	04	Karachi =03 Lahore =01	i) Primary. ii) Ability to read / write Urdu and English alphabetic.	18-25
13	Balloon Maker (BS-01)	01	Jiwani=01	Primary Pass	18-25
14	Naib Qasid (BS-01)	07	Murree=01 Rawalakot=01 Kalat=01 Gawadar=01 Gupis=01 Hunza=01 Moenjodaro=01	Primary Pass	18-25
15	Chowkidar (BS-01)	13	Faisalabad=01 Chakwal=01 Kotli=01 Bhakkar=01 Layyah=01 Gujranwala=01 Gujrat=01 Kot Addu=01 Gawadar=01 Chilas=01 Gilgit=01 Balakot=01 Mitthi=01	Primary Pass	18-25

TERMS & CONDITIONS:

- Age will be calculated with effect from the last date of submitting applications.
- Eligibility of candidate will be determined on the basis of his/ her academic qualification as given against each post.
- A candidate can apply for more than one post by submitting separate form for each post with separate fee.
- Candidates shall present his / her original documents along with set of attested copies of all the relevant documents at the time of interview. In case, any of the information furnished by the applicant, found fake or bogus, candidature of the particular candidate will stand cancelled and legal action shall be taken against the particular candidate.
- Applicants already in Government service must apply through proper channel.
- Incomplete applications as well as received after due date shall not be entertained.

- No TA/DA will be admissible for the purpose of test/ interview.
- Only shortlisted applicants will be called for test/ interview.
- Deposited amount is non-refundable / non-transferable.
- Mobile phone is not allowed in test center premises.
- The maximum age limit prescribed for initial appointment to above posts shall be relaxed by a period of five (05) years. In addition, maximum age limit as prescribed above shall be relaxed in respect of the candidates mentioned in the column (2) below to the extent mentioned against each other column (3).

S. No.	Category of candidates	Age relaxation admissible
Column 1	Column 2	Column 3
i)	(a) Candidates belonging to scheduled casts Buddhist community, recognized tribes of the Tribal Areas, Azad Kashmir & Gilgit Baltistan for all posts under the Federal Government <hr/> (b) Candidates belonging to Sindh (R) and Balochistan for posts in BPS-15 and below under the Federal Government	03 years
ii)	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
iii)	Government Servant who have completed 02 years continuous service on the closing date for receipt of applications	10 years, up to the age of 55 years
iv)	Disabled persons for appointment to posts in BPS-15 and below	10 years
v)	Widows, Son or daughter of deceased Civil Servants who dies during the service	05 years

How to Apply:-

- For the Post of BPS 05 and Below Download Application form free of cost from www.ots.org.pk and send to Admin Officer (Establishment), Pakistan Meteorological Department, Sector H-8/2, Islamabad
- For the posts in BPS-07 & above please download the Application form and deposit slip from Open Testing Service (OTS) Website (www.ots.org.pk), pay the prescribed test fee @ Rs.100/- in prescribed banks / branches as mentioned on OTS website. Send application forms to: Manager Operation (PMD) Open Testing Service Pakistan Office No.1, Central Avenue, Phase-6 Bahria Town, Islamabad. (Ph-051-2375081, email: info@ots.org.pk)
- Applications submitted by hand will not be entertained.
- The candidates will be admitted for written test provisionally at their own risk pending detailed scrutiny of interview stage. However, the candidature can be rejected at any stage in case a candidate did not fulfill the advertised conditions.
- Last date of submission of Application Form is 15 days from the date of publication of this advertisement.

(ABDUL BASIT)
Administrative Officer (Estb.)