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

**SITUATION VACANT**

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

<b>S. No</b>	<b>Name of posts</b>	<b>No. of posts</b>	<b>Quota</b>	<b>Eligibility Criteria / Qualification / experience</b>	<b>Age limit</b>
01	Assistant (Ministerial) (BS-15)	05	Merit=01 Punjab=02 Sindh-R=01 Khyber Pakhtunkhwa=01	Graduate  06 Weeks Basic IT Training Course (including MS Office) conducted by NITB) to be qualified during probationary period otherwise appointment is liable to be terminated.	18-28
02	Stenotypist (BS-14)	01	GB/FATA=01	i) Intermediate.  ii) Minimum speed of 80/40 WPM in Shorthand / typing respectively.  iii) Must be Computer literate.	18-25
03	Meteorological Assistant (BS-14)	19	Merit=01 Punjab=08 Sindh-R=01 Khyber Pakhtunkhwa =02 Balochistan=01 GB/FATA=01  <u>For Women</u> GB/FATA=01  <u>For Minorities</u> Punjab=01  <u>For Disabled</u> Merit=01 Punjab=01 Sindh-R=01	i) 2 <sup>nd</sup> Class B.Sc Degree with Meteorology / Environment / Space Science / Agro-meteorology / 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)	07	Punjab=02  <u>For Women</u> Sindh-R =01 Sindh-U=01 Khyber Pakhtunkhwa =01  <u>For Minorities</u> Punjab=01  <u>For Disabled</u> Punjab=01	03 years Post-Matric Diploma of Associate Engineer (DAE) from recognized Institution in Electronics / Electronic Instrument / Radio & Communication.	18-25

05	Computer Data Entry Operator (BS-12)	09	Merit=01 Punjab=04 Sindh-R=01 Sindh-U=01 Khyber Pakhtunkhwa =01  <u>For Women</u> Khyber Pakhtunkhwa =01	i) 2 <sup>nd</sup> Class or Grade C Bachelor's Degree with Computer Science/ Statistics / Mathematics / Physics.  ii) Minimum speed of 10,000 key depressions per hour for data entry / verification.	18-25
06	Upper Division Clerk (BS-11)	02	Punjab=01 Sindh-R=01	Intermediate.  03 Weeks Basic IT Training Course (including MS Office) conducted by NITB) to be qualified during probationary period otherwise appointment is liable to be terminated	18-25
07	Lower Division Clerk (BS-09)	05	Punjab=03 Sindh-U=01 Balochistan=01	Matric with 30 w.p.m. speed of typing  03 Weeks Basic IT Training Course (including MS Office) conducted by NITB) to be qualified during probationary period otherwise appointment is liable to be terminated	18-25
07	Senior Observer (BS-09)	22	Merit=01 Punjab=11 Sindh-R=02 Sindh-U=01 Khyber Pakhtunkhwa =02 Balochistan=03  <u>For Women</u> Khyber Pakhtunkhwa =01 Balochistan=01	i) F.Sc 2 <sup>nd</sup> Division (Pre-Engineering / Non Medical)  ii) Computer literate will be preferable.	18-25
08	Radio Mechanic (BS-07)	10	Punjab=04 Sindh-R=01 Khyber Pakhtunkhwa =01  <u>For Women</u> Sindh-R=01 Khyber Pakhtunkhwa =01  <u>For Minorities</u> Punjab=01  <u>For Disabled</u> Merit=01	i) Matric in Science Group  ii) 03 years experience of repairing Radio / TV  iii) Computer literate will be preferable.	18-25
09	Observer (BS-07)	15	Punjab=07 Sindh-R=03 Sindh-U=02 Khyber Pakhtunkhwa =02  <u>For Disabled</u> Punjab=01	i) Matric 2 <sup>nd</sup> Division in Science Group.  ii) Computer literate will be preferable.	18-25

10	Mechanic Grade-II (BS-05)	08	Quetta=01 Karachi=07	i) Middle  ii) 02 Years experience in Workshop as a Fitter / Turner / Blacksmith / Watch Maker / Carpenter / Molder / Painter / Electronic Instruments Repairer.	18-25
11	Driver (BS-04)	03	Lahore = 01 Islamabad/Rawalpindi=01 Gilgit=01	i) Primary Pass ii) Valid driving license holder and well versed in the traffic rules	18-30
12	Balloon Maker (BS-01)	15	Islamabad / Rawalpindi (Disabled) =01 Panjgur = 01 Nokkundi = 01 Dalbandin = 01 Lahore = 03 Sialkot = 01 Bahawalnagar = 02 Jhelum = 02 Chitral = 01 Drosh = 01 Gilgit = 01	Primary Pass	18-25
13	Naib Qasid (BS-01)	25	Islamabad / Rawalpindi = 14 Islamabad / Rawalpindi (Disabled) = 01 Lahore = 03 Gilgit = 02 Gilgit (Disabled) = 01 Sibbi = 01 Astora = 01 Ormara = 01 Jiwani = 01	Primary Pass	18-25
14	Chowkidar (BS-01)	07	Panjgur = 01 Zhob = 01 Ormara = 01 Karachi = 02 Karachi (Disabled) = 02	Primary Pass	18-25

#### **TERMS & CONDITIONS:**

- Age will be calculated with effect from the last date of submitting applications (after 15 days of advertisement).
- Scrutiny of applications will be determined on the basis of eligibility criteria as given against each post.
- A candidate can apply for more than one post by submitting separate form for each post with separate fee Challan.
- 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.

- Posts in BS-1 to 5 shall be filled-in on local basis through balloting as per Government Rules.
- The maximum age limit prescribed for initial appointment to above posts shall be relaxed by a period of five (05) years to all candidates.
- 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). However, candidates can avail only relaxation in one category as per admissibility under the rules.

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  (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 forms (**free of cost**) from [www.itspak.org](http://www.itspak.org) and send (alongwith attested copies of all relevant documents) to Chief Admin Officer, Pakistan Meteorological Department (Headquarters), Pitras Bukhari Road, Sector H-8/2, Islamabad.
- For the posts of **BPS-07 & above** please download the **deposit fee slip** from Interior Testing Service (ITS) Website ([www.itspak.org](http://www.itspak.org)) and after fee deposit **apply online** through ITS website [www.itspak.org](http://www.itspak.org) and no need to send application hardcopies by Post.
- Apply Online through ITS Website and Applications submitted by hand will not be entertained.
- The candidates will be admitted for written test provisionally at their own risk pending detailed scrutiny on the basis of eligibility criteria. Candidates not meeting eligibility criteria can be rejected at any stage.
- Last date of submission of Application Form is 15 days from the date of publication of this advertisement.

**MANAGER OPERATION (PMD Project)**  
**Interior Testing Service (ITS)**  
**Gulberg Place Plaza, 4th Floor, MPCHS, E-11/3 Markaz, Islamabad.**  
**Helpline: 051-4441235, Email: [info@itspak.org](mailto:info@itspak.org) , Website: [www.itspak.org](http://www.itspak.org)**

**(Zakir Hussain)**  
**Chief Administrative Officer**  
**Pakistan Meteorological Department (PMD)**