

**GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE**

ADVERTISEMENT

Islamabad, the 22nd June, 2010.

The Ministry of Commerce has initiated the process of selecting trade officers in BS-18 and 19 and 20 for posting in the Pakistan Missions abroad. The officers of the Occupational Groups mentioned below, having 3 years recent experience of serving on relevant post in the Economic Ministries / Divisions and Provincial Departments like Planning & Development, Finance, Industries & Agriculture may apply through their Administrative Departments on prescribed proforma (**Annex.I**)

- i) District Management Group
- ii) Custom & Excise
- iii) Income Tax
- iv) Commerce & Trade
- v) Accounts
- vi) Secretariat
- vii) Office Management Group
- viii) Planner & Economist.

2. The applications from candidates working in reputable National and International Private Companies as per list at (**Annex-II**) are also invited. The candidates should have Master degree in Business Administration, Economics, Accounting, Commerce, etc. Other eligibility criteria is as under:-

BS-18	Age limit 21 up to 45 years	Experience 3-5 years
BS -19-20	Age limit 21-50 years	7-12 years

3. The selected officers will be posted for a period of 2 years subject to further extension based on their performance. The candidates will have to appear in a written test, on the issues related to trade and commerce, computer skills and data analysis.

4. The letters were issued on **21-10-2009** to the Controlling Divisions/Departments of cadred services and Heads of reputable Multinational Corporations for sending nominations of the eligible officers. In case, official intimation is not received, the interested officers may apply through their Administrative Departments by 30th June 2010 for participation in the test.

5. The written test will be held in Islamabad, on **31st July, 2010**. The venue and time will be communicated by the LUMS later.

6. For any inquiry related to the above matter, following officer and telephone of Ministry of Commerce can be contacted:-

Mr. Qazafi Rind,
Section Officer (Admn-II), Room No. 510, Ministry of Commerce,
Pakistan Secretariat, 'A' Block,
Islamabad.
Email: rindqazafi@gmail.com
(Phone: 9203896, Fax: 9205241)

BRIEF PARTICULARS

No. _____

Name: _____

Father's / Husband's Name _____

Date of Birth _____ Domicile _____

Marital Status _____ N.I.C. No. _____

Date of Joining Govt Service _____

Present posting / BPS _____

Date of appointment in present Grade _____

Service Group _____

Qualifications _____

Experience:

(a) Total Government Service _____ years

(b) In Economic Ministries _____ (Yes/No)

If yes, indicate the following information:-

Name of Ministry / Division	Period Served	Subject dealt
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If in promotion zone, please indicate date, the promotion become due along with grade _____

Previous foreign posting: _____ (Yes/No)

If yes, indicate Post / Station: _____

Official Address: _____

Residential Address: _____

Telephone (Office) _____ Fax _____ Residence _____

E-mail:- _____ Cell No. _____

I wish to appear for the written test to be conducted at (indicate station) _____
_____ (Islamabad, Lahore, Karachi, Peshawar, Quetta)

Signature _____

Name _____

Designation/ Department _____

Note:

Please send this form duly filled along with a Photocopy of NIC and two recent photographs
*(Photograph to be attested by a minimum BS-17 Officer)

APPROVED MNC's /REPUTABLE PRIVATE ORG.

1. Unilever Pakistan Limited
2. Nestle Milkpak Limited
3. Procter & Gamble
4. Glaxo Smith Kline Pakistan Limited
5. General Tyres & Rubber Company
6. Hub Power Company Limited
7. Pakistan Tobacco Company Limited
8. Shell Pakistan Limited
9. KSB Punps
10. Engro Chemicals
11. Siemens Pakistan Ltd.
12. Coca Cola Beverages Pakistan Limited
13. Park Devis Pfizer
14. Reckitt & Benckiser Pakistan Limited
15. United Bank of Pakistan
16. ICI Pakistan Limited
17. City Bank
18. ABN Amro Bank
19. Standard Chartered Bank
20. Habib Bank Limited
21. Muslim Commercial Bank.
22. National Bank of Pakistan.