

GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

No. 4/7/2012-T-IV

Islamabad, the 9th March, 2012

CIRCULAR

SUBJECT:- SELECTION FOR THE POSTS OF EDUCATION ATTACHE IN THE PAKISTAN HIGH COMMISSION LONDON AND THE CONSULATE OF PAKISTAN AT MANCHESTER.

Inter Provincial Coordination (IPC) Division through their U.O. No. D 20/2011-DEA dated 13th September, 2011 informed that the posts of Education Attaché in the High Commission of Pakistan London and Consulate of Pakistan at Manchester are to be filled for which they have requested for suitable nominations.

2. Suitable nominations are therefore invited from BS-18/19 officers from all Ministries/Divisions fulfilling the following eligibility criteria out lined in the guidelines for posting in Pakistan Missions Abroad summarized as under:-

- (a) The selectee fulfils the requirements of the post as detailed in the job descriptions.
- (b) The selectee is in the same grade as the post to be filled. Officers from higher or lower grades will not be considered.
- (c) The selectee has an overall good record of service particularly during the last five years of service.
- (d) The selectee is at least a graduate or possesses the technical qualification required for the job.
- (e) Persons within promotion zone within the next 2 years shall not be considered.
- (f) Those likely to retire during the next 4 years shall not be considered.
- (g) **An officer shall not be posted abroad more than once.**

3. Nominations duly approved by the competent authority alongwith the following documents may be furnished to this office latest by 19th March, 2012.

- (i) Bio-data - cum - CV
- (ii) Release certificates
- (iii) A certified regarding, "No Disciplinary / Criminal Proceedings."
- (iv) PERs grading for the last five years.
- (v) The nominee is not in promotion zone in next two years.
- (vi) The nominee is not retiring in next 04 years.

- Note:
- (a) It may be noted that only civil servants are eligible for subject positions.
 - (b) Incomplete nominations will not be entertained.
 - (c) Nomination received after the deadline will not be processed.
 - (d) Two copies of the required documents may be furnished.



(Gul Zaman)
Section Officer (T-IV)
Ph: 9203663

MOST IMMEDIATE

No. 2(9)/2011-Admn-I
Government of Pakistan
Ministry of Commerce
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Islamabad, the 15th March, 2012

C I R C U L A R

Copy of Establishment Division's O.M No. 4/7/2012-T-IV, dated 9-03-2012 is forwarded with the request that suitable candidates may please provide the required documents for fulfilling the job description as mentioned in sub-para (i-vi) mentioned therein for the post of Education Attache (BS-18/19) for London and Manchester duly approved by their respective officers may send their nomination to this section latest by 16-03-2012 for onward submission to Establishment Division.



(MARIA KAZI)
Section Officer