

SELECTION OF TRADE OFFICERS IN PAKISTAN'S TRADE MISSIONS ABROAD

Applications are invited from public and private sector candidates fulfilling the following eligibility criteria for selection of 02 Trade Officers at Kandahar (BS-20) and Kabul (BS-19), in Pakistan's Trade Missions Abroad.

ELIGIBILITY CRITERIA:

For BS-20

a) For Public Sector Candidates:

- **Officers working in BS-20 having served for minimum 5 years on relevant positions in departments delineated as under may apply:** Federal Government: Commerce and its attached Departments, Finance, Economic Affairs, Revenue, Privatization, Planning, Development & Reform, Textile Industry & Production, and Board of Investment.
- **Departments of Provincial Governments:** Commerce, Planning & Development and Finance & Industries.
- **Officers working in the following Departments of Gilgit-Baltistan and Azad Jammu & Kashmir Governments:** Commerce, Planning & Development, Finance and Industries.

b) For Private Sector Candidates:

Minimum qualification: Master's degree (16 years of education) or its equivalent from a recognized Pakistani or foreign university in Business Administration, Economics, Commerce, Trade Law, International Law, Economic Development, Banking, Finance and Public Administration.

Experience: 15 years of relevant experience (with 5 years at a senior position) in the field of International Marketing and International Trade, Sales, Finance, Economics, Export/Import and Trade related sectors in Banking.

For BS-19

c) For Public Sector Candidates:

- **Officers working in BS-19 having served for 3-5 years on relevant positions in the following Divisions and Departments may apply:** Federal Government: Commerce and its attached Departments, Finance, Economic Affairs, Revenue, Privatization, Planning, Development & Reform, Textile Industry, Industries & Production and Board of Investment.
- **Departments of Provincial Governments:** Commerce, Planning & Development, Finance and Industries.
- **Departments of Gilgit-Baltistan and Azad Jammu & Kashmir Governments:** Commerce, Planning & Development, Finance and Industries.

d) For Private Sector Candidates:

- **Minimum qualification:** Master's degree (16 years of education) or its equivalent from a recognized Pakistani or foreign university in Business Administration, Economics, Commerce, Trade Law, International Law, Economic Development, Banking, Finance and Public Administration.
- **Experience:** 10 years of relevant experience in the field of International Marketing and International Trade, Sales, Finance, Economics, Export/Import and Trade related sectors in Banking.

e) Strong command over Pashtu language is a pre-requisite for applying against these posts. Additional credit will be given for being well conversant in Dari.

f) Age:

- Upper age limit BS-20: 55 years
- Upper age limit BS-19: 48 years

Note:

- i) Applications should be submitted on the prescribed proforma available on the Ministry of Commerce website (www.commerce.gov.pk). All applications should be mailed to Section Officer (TO-I), Room No. 510, 5th Floor, Ministry of Commerce, 'A' Block, Pak Secretariat, Islamabad. Hand written applications will not be entertained.
- ii) Last date for receipt of applications is **15-05-2016**. Incomplete and late applications will not be entertained.
- iii) Public sector candidates are required to submit their applications through their Divisions/Departments. Advance copy of the application forms, complete in all respects, should be submitted by the due date.
- iv) Selected candidates will be required to submit an undertaking that on completion of their tenure, they will not seek extension in their tenure or ex-Pakistan leave on Full/Half/Without Pay.

BRIEF PARTICULARS

Name: _____
 Father's / Husband's Name _____
 Date of Birth _____ Domicile _____
 Marital Status _____ C.N.I.C. No. _____
 Date of Joining Govt Service _____
 Present posting / BS _____
 Date of appointment in present Grade _____
 Service Group _____
 Brief 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 with
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If in promotion zone, please indicate the date when the promotion becomes due along with grade _____

Previous foreign posting: (Yes/No)

If yes, indicate Post / Station: _____

Official Address: _____

Residential Address: _____

Telephone (Office) _____ Fax _____ Residence _____

E-mail:- _____

Signature _____
 Name _____
 Designation/ Department _____
 Official Address _____

Note:

Please send this form duty filled-in alongwith a photocopy of CNIC and two recent photographs
*(Photographs to be attested by a minimum BS-17 Officer)