

Government of Pakistan
Ministry of Commerce

No. 12()/2016-Admn-I

Islamabad the 1st September, 2016

CIRCULAR

Copy of Ministry of Cabinet Division's Circular No. 1/18/2016-T-IV dated 26th August, 2016 inviting applications for selection of Government Officers for posting as Executive Director in ECO Cultural Institute (ECI), is attached for information/necessary action, please.



(Ali Rasul)

Deputy Director (MoC)

All officers of MOC

GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
ESTABLISHMENT DIVISION

No.1/18/2016-T-IV

Islamabad, the 26th August, 2016

CIRCULAR

Subject:- **DEPUTATION OF AN OFFICER AS EXECUTIVE DIRECTOR, ECO CULTURAL INSTITUTE.**

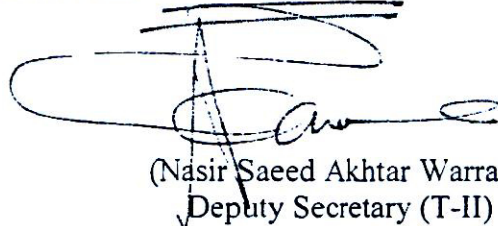
The undersigned is directed to refer to the subject noted above and to say that ECO Cultural Institute (ECI), Tehran has invited nominations for the post of Executive Director with the following criteria:-

- i. Background of working in international organization, and;
- ii. Knowledge of Persian literature and language.
- iii. Emoluments package of Director ECI is:
 - Salary Scale (US\$): 3267-60-3327
 - Conveyance Allowance US\$: 440
 - House Allowance US\$: 1815
 - Total Salary US\$: 5522
- iv. Tenure of Posting is for (4) Four Years, extendable for (1) one year on the ECO Council of Ministers (COM) (approved by 10th COM, Tehran, 8 June 2000).
- v. Parity of Grade D-2 (ECI) with Basic Pay Scale (Pakistan) is BPS-19.

2. Nominations should be supported with the following documents and be submitted through proper channel:-

- i. Self-contained CV including Bio-Data bearing two latest photographs.
- ii. PER grading for the last five years (not applicable for the groups administered by Establishment Division i.e. PAS, PSP and SG).
- iii. Certificate to the effect that "No Disciplinary Proceedings are in process (not applicable for the groups administered by Establishment Division i.e. PAS, PSP and SG).

3. The last date to receive nominations in this Division is **05-09-2016.**



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