

**GOVERNMENT OF PAKISTAN  
MINISTRY OF COMMERCE**


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**Subject:- 4-Month (Part-Time) English Shorthand theory course for Stenotypists, LDCs and Dependents of Government Servants from 06-05-2013 to 30-08-2013.**

The Secretariat Training Institute has invited nominations for the following (Part-Time) training courses:

S.No.	Name of Training Course	Last date
1.	4-Month (Part-Time) English Shorthand theory course for Stenotypists, LDCs and Dependents of Government Servants from 06-05-2013 to 30-08-2013 for two hours daily from 09.00 a.m. to 11.00 a.m.	23-04-2013
2.	One month (Part-Time) "Urdu Short Hand (Theory), Typing Writing & Computer (In-page) Course". for LDCs & Equivalent including matriculate Dependents of Governments Servants from 06-05-2013 to 31-05-2013 for two hours daily from 09.00 a.m. to 11.00 a.m.	25-04-2013

2. Nominations of the suitable officials may be forwarded to the undersigned with the approval of respective Senior Officers, as the last date mentioned therein.

  
( Dr. M. Adnan )  
Deputy Secretary(Admn-I)