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PART II

Statutory Notifications (S. R. O.)

GOVERNMENT OF PAKISTAN

**MINISTRY OF NATIONAL HEALTH SERVICES, REGULATIONS AND
COORDINATION**

NOTIFICATION

Islamabad, the 15th February, 2024

S. R. O. 446(I)/2023.—In exercise of powers conferred by sub-rule (2) of rule-3 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973, the following method, qualification and other conditions are laid down for appointment to the following posts of Federal Directorate of Immunization (FDI), Ministry of National Health Services Regulations & Coordination (NHSR&C).

S.No.	Name of the post(s)	BPS
1.	Assistant (IT)	14
2.	Assistant (Statistical)	14
3.	Assistant (Transport)	14
4.	Security Supervisor	14
5.	Sub-Engineer (Electric)	14
6.	Cashier	14
7.	Computer Operator	12
8.	Accountant	12
9.	Store Keeper	11
10.	Telephone Operator	07
11.	Cleaners	01
12.	Gardener	01
13.	Labourer	01

1085 (1—4)

Price : Rs. 6.00

METHOD OF APPOINTMENT

2. The method of appointment to the post(s) shall be as under:-

S.No.	Designation of the post(s)	Method of Appointment	
		By promotion	By Initial appointment
1	2	3	4
1.	Assistant (IT)/(BS-14)	-	100%
2.	Assistant (Statistical)/ (BS-14)	-	100%
3.	Assistant (Transport) (BS-14)	-	100%
4.	Security Supervisor (BS-14)	-	100%
5.	Sub-Engineer (Electric) (BS-14)	-	100%
6.	Cashier (BS-14)	-	100%
7.	Computer Operator (BS-12)	-	100%
8.	Accountant (BS-12)	-	100%
9.	Store Keeper (BS-11)	-	100%
10.	Telephone Operator (BS-07)	-	100%
11.	Cleaners (BS-01)	-	100%
12.	Gardener (BS-01)	-	100%
13.	Labourer (BS-01)	-	100%

“Provided that if no suitable person(s) is available for promotion, the post or posts reserved for promotion shall be filled in by initial appointment and failing that by transfer.”

QUALIFICATION, EXPERIENCE AND AGE LIMITS FOR INITIAL APPOINTMENT

3. On the closing date for receipt of application as fixed in the relevant advertisement, a candidate for initial appointment to a post must possess the educational qualification and experience and must be within the age limit as mentioned against the post concerned in the Schedule to this notification, provided that:-

- (i) “Experience”, means unless otherwise specified in the Method of Appointment, Qualification and other conditions as applicable, the experience prescribed for initial appointment shall be the post qualification experience.
- (ii) The Maximum age limit shall be relaxed in respect of the candidates specified, and to the extent indicated in the “Initial Appointment to Civil Posts (Relaxation of Upper Age Limit) Rules, 1993”, as amended from time to time.

APPOINTMENT BY TRANSFER

4. Appointment by transfer shall be made in accordance with the provisions of Rule-7 and 9 of Civil Servants (Appointment, Promotion and transfer) Rules, 1973 provided that the person concerned must possess the qualification and experience prescribed in schedule of these Rules for initial appointment to the post concerned.

PROBATION

5. Persons appointed by promotion or initial appointment or transfer shall be on probation in accordance with the provision of section 6 of Civil Servants Act, 1973 read with Rule 21 of the Civil Servants (Appointment, Promotion and Transfer) Rules, 1973.

6. This Notification issues with concurrence of the Establishment Division vide O.M. No. 11/2/88-R-V dated 7th February, 2024.

SCHEDULE **(See Rule 4)**

S.No.	Designation and BS of the Post(s)	Qualification and Experience	Age Limits	
			Min	Max
(1)	(2)	(3)	(4)	(5)
1.	Assistant (IT)/(BS-14)	i. 2 nd Class or Grade "C" Bachelor's Degree in Computer Science / BIT (04 years duration) or equivalent from a University recognized by the HEC.	18	25
2.	Assistant (Statistical) (BS-14)	i. Second Class or Grade 'C' Bachelor's Degree in Statistics/Economics/Mathematics or equivalent qualification from a University recognized by HEC.	18	25
3.	Assistant (Transport) (BS-14)	i. Second Class or Grade 'C' Bachelor's Degree or equivalent qualification from a University recognized by HEC with 2 years experience in repair / Maintenance work of vehicles, Maintaing movement registers, log books. ii. Computer skills.	18	25

4.	Security Supervisor (BS-14)	(i) BA/BSc (ii) 03 years experience in relevant field. OR Ex-service-man with following prevequistes:- (i) FA/FSC (ii) Retired JCO/NCO from Armed Forces with exemplary character.	18	25
5.	Sub-Engineer (Electric) (BS-14)	Diploma Associate Engineering with five years experience in relvant field . OR B.Tech (Pass) from a University recognized by HEC with three years experience. OR B.Tech (Hons) from a University recognized by HEC with 01 year experience. OR BSc (Engineering) from a University recognized by HEC and registered with PEC.	18	25
6.	Cashier(BS-14)	Second Class or Grade 'C' Bachelor's Degree in Commerce or equivalent qualification from a University recognized by HEC.	18	25
7.	Computer Operator(BS-12)	i. Intermediate with one-year Diploma in Computer Science. ii. 30 w.p.m typing speed. OR i. Intermediate with Computer Science. ii. 30 w.p.m typing speed.	18	25
8.	Accountant(BS-12)	B.Com/Associate Degree in Commerce from a University recognized by HEC.	18	25
9.	Store Keeper(BS-11)	Intermediate with two years' experience in the relevant field.	18	25
10.	Telephone Operator (BS-07)	Matric with two years of relevant experience.	18	25
11.	Cleaners (BS-01)	Primary pass.	18	25
12.	Gardener (BS-01)	Primary pass.	18	25
13.	Labourer (BS-01)	Primary pass.	18	25

Name and Designation of the issuing authority.

[F. No. 1-7/2021-Admin-III.]

DR. MUHAMMAD WASIM TARIQ,
Section Officer (Admin-III).