



1-8/2010-Admn
GOVERNMENT OF PAKISTAN
MINISTRY OF NARCOTICS CONTROL

SITUATION VACANT

Applications are invited for recruitment against the following vacancies in Ministry of Narcotics Control.

| S.No. | Name of Post | Number of posts | Qualification/ Eligibility | Domicile | Age Limit |
|-------|-------------------------------|-----------------|--|-------------------------|-------------|
| 1 | Assistant (BPS-15) | 01 | i. 2 nd Class or Grade 'C' Bachelor's Degree from a university recognized by HEC ii. Must be computer literate | Sindh (R) | 18-28 years |
| 2 | Stenotypist (BPS-14) | 01 | i. Intermediate ii. Minimum speed of 40/80 w.p.m in typing/shorthand iii. Must be computer literate | Sindh (R) | 18-25 years |
| 3 | Drug Abuse Counselor (BPS-14) | 01 | i. 2 nd Class or Grade 'B' Bachelor's Degree in Psychology or Sociology from HEC recognized University ii. Diploma in Drugs from reputed institution registered with Health Care | Punjab | 18-25 years |
| 4 | UDC (BPS-11) | 01 | i. Intermediate ii. Must be computer literate | KPK | 18-25 years |
| 5 | LDC (BPS-09) | 01 | i. Matriculation ii. Typing speed 30 w.p.m iii. Must be computer literate | Sindh (R) | 18-25 years |
| 6 | Driver (BPS-04) | 02 | i. Matriculation ii. Having valid LTV Licence | 1xPunjab 1xSindh (U) | 18-25 years |
| 7 | Naib Qasid (BPS-01) | 02 | i. Primary pass ii. Must be able to read and write | On local basis | 18-25 years |

Terms & Conditions:

1. All appointments shall be made in accordance with the prevailing Recruitment Rules/Policy of the Federal Government.
2. General Relaxation in age shall be admissible as per existing rules.
3. Age will be calculated with effect from the closing date of submitting applications.
4. Eligibility of candidate will be determined on the basis of his/ her academic qualification as given against each posts.
5. A candidate can apply for more than one post by submitting separate form for each post.
6. Only shortlisted applicants will be called for test/interviews.
7. Candidates shall present original documents along with set of attested copies of all the relevant documents at time of interview.
8. Applicants already in Government Service should apply through proper channel & produce NOC at the time of interview.
9. Incomplete applications/ applications received after due date shall not be entertained.
10. No TA/DA will be admissible for the purpose of test/interview.
11. Application submitted by hand will not be entertained.
12. The Ministry of Narcotics Control reserves the right to cancel the recruitment process in part or whole, increase/decrease the number of vacancies at any stage without assigning any reason.

How to apply:

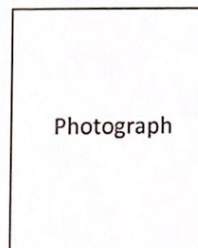
1. Applicants Form can be downloaded from the website of the Ministry (www.narcon.gov.pk)
2. Candidates should send their applications on the prescribed format to the Section Officer (Admn), Ministry of Narcotics Control, Kohsar Block, 6th Floor, Pak Secretariat, Islamabad within 15 days from the date of publication of advertisement

(Muhammad Zia-ul-Haq)
Section Officer (Admn)

Government of Pakistan
Ministry of Narcotics Control
Islamabad

APPLICATION FORM

1. Name of Post (applied for): _____
2. Name of Candidate : _____
3. Fathers/Husband Name: _____
4. Date of Birth: _____ 5. Gender: ☐ Male ☐ Female 6. Domicile: _____
7. CNIC No: _____ 8. Cell No: _____ 9. Religion : _____



8. Educational Qualifications:

| S.No. | Degree/Examination | Year of Passing | University/Board | Class/Division | Specialization (if any) |
|-------|--------------------|-----------------|------------------|----------------|-------------------------|
| 1. | | | | | |
| 2. | | | | | |
| 3. | | | | | |

9. Professional Qualifications (Certifications):

| S.No. | Degree/Examination | Year of Passing | University/Board | Class/Division | Specialization (if any) |
|-------|--------------------|-----------------|------------------|----------------|-------------------------|
| 1. | | | | | |
| 2. | | | | | |
| 3. | | | | | |

10. Experience:

| S.No. | Name of Institution | Designation | Duration | Regular/Temporary |
|-------|---------------------|-------------|----------|-------------------|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |

11. Address:

a. Postal Address : _____

b. Permanent Address : _____

Signature of Candidate