



محلہ اشاعت نمبر 79 سال

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LOCAL



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جلد 16 نمبر 10 ربیع الثانی 1441ھ 12 مارچ 2020ء پیراگن 28-2076 صفحات 12 شمارہ گیری فی ماہ 102 شمارہ 350 قیمت 20 روپے UAN 111-222-807 79

## CAREER OPPORTUNITIES PUNJAB

TOURISM FOR ECONOMIC GROWTH

The Punjab Tourism for Economic Growth Project (PTEGP), Planning & Development Board, Government of Punjab is seeking the services of a qualified experience and dynamic professional for the following position on contract basis:

Sr.	Position Title	Age	Post(s)	Qualification	Experience
1.	Office Secretary	25-45	2	Graduation or equivalent from recognized institute	At least 3 year of relevant experience. Preference will be given to candidate already working in Govt sector
2.	Computer Operator/Stenographer	20-45	1	Graduation or equivalent from recognized institute	At least 1 year of relevant experience. A minimum speed of 70 words per minute in shorthand 35 words per minute in typing on typewriter or computer in English.
3.	Record Keeper	24-40	2	Graduation or equivalent from recognized institute	At least 1 year of relevant experience.
4.	Dispatch Rider	18-30	1	Minimum matriculation from recognized institute	At least 1 year of relevant experience.
5.	Receptionist	18-30	1	Graduation or equivalent from recognized institute	At least 2 years of relevant experience.
6.	Naib Qasid	18-30	5	Middle from recognized institute	At least 1 year of relevant experience.
7.	Janitor/Cleaner	18-30	2	Literate	Not required

- Detailed eligibility/selection criteria, experience and job description, of all positions are available on the PMU PTEGP website i.e. <https://ptegp.punjab.gov.pk/careers>
- For serial No. 1-3 candidates are requested to apply through the online portal of Punjab Information and Technology Board at <https://www.jobs.punjab.gov.pk>, For the Post of Sr. 4-7 interested candidates are required to submit their applications along with CYs, 2 passport size photographs, attested copies of CNIC, certificates and testimonials in view of eligibility, selection criteria, experience and job description of posts to the below mentioned address.
- Applications must contain name of post clearly.
- Applications submitted through email will not be entertained.
- Applications having Punjab domicile are requested to apply
- PTEGP reserves the right to cancel/reject any application without giving any reason. Recruitment quota set by the Government of Punjab for females and minorities shall be observed. Eligibility criteria of age relaxation shall be followed as per notification from Government of the Punjab.
- Person already in Government service should apply through proper channel.
- Only shortlisted candidates will be called for further process. No TA/Da will be paid.
- In case of any criminal record department can take action against candidate.
- Last date for submission of application is 30-03-2020.

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