

## SITUATION VACANT

Applications are invited for the following posts on Regular and Fixed Pay basis at **MTI / Pakistan Institute of Community Ophthalmology (PICO), Hayatabad Medical Complex, Peshawar**. Fixed Pay posts will be on contract basis for the period of one year. The candidate must have domicile of Khyber Pakhtunkhwa / adjacent tribal areas with the following terms & conditions.

S.No	Nomenclature& BPS	No. of Posts	Gender	Age (Yrs)	Qualification / Experience
1.	Sociologist BPS-18 (Regular)	(1)	Male/Female	27-45	<ul style="list-style-type: none"> <li>M.Sc (Sociology / Anthropology / Social Work) from recognized University / Institute.</li> <li>At least 05 years' experience in relevant field</li> </ul>
2.	Lecturer Optometry (Fixed Pay)	(1)	Male/Female	21 to 32	<ul style="list-style-type: none"> <li>BVS / B.Sc (Vision Sciences) from recognized University / Institute.</li> </ul>
3.	Low Vision Specialist (Fixed Pay)	(1)	Male/Female	21 to 32	<ul style="list-style-type: none"> <li>BVS / B.Sc (Vision Sciences) from recognized University / Institute.</li> </ul>
4.	Library Assistant (Fixed Pay)	(1)	Male/Female	20 to 30	<ul style="list-style-type: none"> <li>Graduate with Diploma in Library Sciences.</li> </ul>
5.	Junior Clerk BPS-11 (Regular)	(02)	Male/Female	20-35	<ul style="list-style-type: none"> <li>1<sup>st</sup> Class Intermediate School Certificate from recognized board.</li> <li>D.I.T from Technical board or its equivalents</li> <li>A Computer typing test speed of 40 words per minutes.</li> </ul>
6.	House Keepers BPS-10 (For Male & Female hostel) (Regular)	(02)	Male = 01 Female= 01	25-35	<ul style="list-style-type: none"> <li>Bachelor degree from recognized university.</li> <li>03 years' experience as House Keeper in any Govt registered organizations.</li> </ul>
7.	Store Keeper BPS-08 (Regular)	(1)	Male	20-35	<ul style="list-style-type: none"> <li>Secondary School in 2<sup>nd</sup> division from recognized board.</li> <li>02 years' experience as Record Keeper in any Govt registered organizations.</li> </ul>
8.	CCTV Operator (Fixed Pay)	(1)	Male / Female	18 to 30	<ul style="list-style-type: none"> <li>FA / FSC with one year Diploma in Computer I.T from recognized institute.</li> <li>Minimum One year relevant experience.</li> </ul>
9.	Security Supervisor (Fixed Pay)	(1)	Male	Maxi Age limit 50 years	<ul style="list-style-type: none"> <li>Junior Commissioned officer preference will be given to retired armed forces especially Infantry, Amour, Artillery personnel.</li> </ul>
10.	Dispatch Rider (Fixed Pay)	(1)	Male	22-35	<ul style="list-style-type: none"> <li>Secondary School from recognized board.</li> <li>Valid Motorcycle driving license.</li> </ul>
11.	Cook BPS-03 (Regular)	(1)	Male	25-40	<ul style="list-style-type: none"> <li>Preferably literate with experience in relevant field.</li> </ul>

**TERMS & CONDITIONS FOR APPLYING:**

1. The candidates applying for posts at **S.No.01 to 08** shall apply through **NTS** . Forms and other details available at website [www.nts.org.pk](http://www.nts.org.pk).
2. Candidates must deposit test fee of Rs.400/- through the prescribed fee slip available on the NTS website.
3. The candidates applying for posts at **S.No.09 to 11** shall apply on prescribed proforma available on PICO website [www.pico.org.pk](http://www.pico.org.pk).
4. Applications for S.No:09 to 11 should reach by post or through registered courier service to undersigned within 15 days of this advertisement accompanied with complete bio-data and academic / experience / domicile certificates along with 02 recent photographs and CNIC photocopy dully attested.
5. The applications dully completed with supported attested documents for S.No: 01 to 08 should reach by post or through registered courier service to given address of NTS Office on or before due date of closing.
6. NTS test will serve for screening/shortlisting purpose and only shortlisted candidates will be called for further process by the department.
7. Employees services will be governed, under the **Khyber Pakhtunkhwa Medical & Teaching Institutes Reform Act 2015**.
8. If the closing date fixed for the receipt of application forms fall on an official holiday, the next working day shall be considered as the closing date.
9. In case of any wrong or deficient Information provided by candidate s/he will be self responsible and not fulfilling any criteria will make the candidate out of the process at any stage even after test.
10. Any candidate may also be disqualified or excluded from process if he / she was (a). Convicted by the court of law, (b). Dismissed from public services, (c). Knowingly furnishes any false information, (d). Suppresses any information which may lead to his / her disqualification, (e). Attempts to obtain support for his / her candidature by improper means, (f). Submits forged certificates, (g). Tempers with the entries in his / her age and academic certificates, (h). Misbehaves in the Interview.
11. Character verification and background check of the selectee will be conducted. In case of any unsatisfactory information/report or criminal record the selection will stand cancel/withdrawn immediately.
12. The undersigned reserves the right to cancel or fill any/all vacancies without assigning any reason.
13. Original documents should be produced at the time of Interview.
14. No TA/DA is allowed for Test / Interview.
15. Candidate already in government service shall apply through proper channel.
16. Written statement on judicial stamp paper will be taken from selected candidates for the fixed pay posts that they will not approach any office or court of law for the regularization of their services.
17. For any further information please contact at NTS helpline **UAN:+92-51-844-444-1**.

**Director,**

**Pakistan Institute of Community Ophthalmology (PICO),**

**Hayatabad Medical Complex (HMC), Peshawar.**