



SERVICES OF STAFF ON REGULAR BASIS

Federal Government Employees Housing Authority intends to hire the services of following professionals on regular basis against each post:-

S#	Name of post	No of posts	Maximum age limit	Minimum qualification/relevant experience
01	Assistant Director Maintenance (Civil & Electrical) (BS-17)	02 i. Assistant Director Maintenance (Civil)- Punjab ii. Assistant Director Maintenance (Electrical)- Merit	35-years	Second class Bachelor's Degree in Civil and Electrical Engineering from recognized University. Registered with PEC
02	Assistant Director (Architecture) (BS-17)	02 (01 Punjab, 01 Merit)	35-years	Second class B.Sc. / BA in architecture and registration with PCTAP.
03	Assistant Director (Technical) (BS-17)	01 (Punjab)	35-years	Second class B.Sc. Civil Engineering and registration with PEC.
04	Assistant Manager (IT) (BS-17)	02 (01-Punjab, 01-Merit)	35-years	BS/BE (16 years) or equivalent education in the field of Computer services / Software Engineering from foreign or recognized Local University software / web / Andriod applications with adequate knowledge of SOL, My Sol etc
05	Sr. Auditor Officer (BS-16)	02 (01 Punjab, 01 Sindh-R)	33- years	CA(Inter)/ICMA(Inter) or Second class graduate degree in field of commerce or business administration from any recognized institute.
06	Assistant Private Secretary (BS-16)	06 (03 Punjab, 01 Sindh-R, , 01 KPK, 01 Balochistan)	33- Years	Second Class Graduation's Degree with 100/50 wpm speed in shorthand and typing respectively. Candidate with knowledge of computer shall be preferred.
07	Building Inspector (BS-14)	03 (02 Punjab, 01 Sindh R)	30-years	Matric with 03 years Diploma in Civil Engineering from a recognized institute.
08	Supervisor (BS-14)	02 (01 Punjab, 01 Merit)	30-years	Matric with 03 years Diploma in Civil Engineering from a recognized institute.
09	Sub-Engineer (Civil) (BS-14)	06 (04 Punjab, 01 Sindh (R), 01 (GB)	30-years	Diploma in civil Engineering from any recognized institute.
10	Sub-Engineer (E/M) (BS-14)	01 (01 Punjab)	30-years	Diploma in E/M Engineering from any recognized institute.
11	Stenotypist (BS-14)	14 (07 Punjab (05 Merit, 01 Women, 01 Minority), 2 Sindh (1 R +1U), 02 KPK, 01 Balochistan, 01 Merit, 01 GB)	30-years	Intermediate second class with 80/40 wpm in short hand and typing respectively. Computer literate preferably

12	Surveyor (BS-09)	07 (3 Punjab, 01 Sind R, 01 KPK, 01 Merit, 01 Balochistan)	30-Years	Matric with one year Diploma in land survey from a recognized institute.
13	Gardawar (BS-11)	01 (Punjab)	30-Years	Intermediate with Patwari course
14	Patwari (BS-09)	05 (3 Punjab, 1 Sindh-R, 1 KPK)	30-Years	Matric with Patwari Course

Note:

1. All the recruitment will be observed as per Establishment Division's Policy on website and vide Office Memorandum No. F.53/1/2008-SP dated 22-10-2014.
2. Employees of Government / Semi Government Bodies / Corporations should forward their applications through proper channel.
3. General age relaxation of upper limit i.e. 05 years as per Government Rules is already included, however any other age relaxation will be admissible as per Government Rules.
4. These seats can be increased /Decreased at any stage before recruitment.
5. No TA/DA shall be applicable.

How to apply:

- Interested candidates fulfilling above eligibility criteria may visit website www.nts.org.pk for Application submission.
 - Candidates are required to send Application forms within **15 days of publication of this advertisement.**
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Assistant Director (HR)
Federal Government Employees Housing Authority
10-Mouve area, G-10/4, Islamabad.
051-9106075

