

**WAFAQI MOHTASIB (OMBUDSMAN)'S SECRETARIAT**Islamabad the 29<sup>th</sup>, January, 2026**VACANCY ANNOUNCEMENT**

The Wafaqi Mohtasib Secretariat intends to hire the services of following staff for **Regional Office, Karachi**, on contract basis under Article-20 of P.O.1 of 1983, on usual terms and conditions and criteria mentioned against each:

S. No.	Name of Post	No. of posts	Required qualification / Experience
1.	<b>Assistant Private Secretary</b> (equivalent to BS-16)	01	<ul style="list-style-type: none"> <li>Graduate with a minimum speed of 100/50 w.p.m. in shorthand/typing respectively.</li> <li>Must be computer literate.</li> </ul>
2.	<b>Stenotypist</b> (equivalent to BS-14)	01	<ul style="list-style-type: none"> <li>Intermediate</li> <li>Minimum speed of 80/40 w.p.m. in shorthand/typing, respectively.</li> <li>Must be computer literate.</li> </ul>
3.	<b>Naib Qasid</b> (equivalent to BS-01)	01	<ul style="list-style-type: none"> <li>Primary</li> </ul>

- Both fresh candidates as well as retired government employees can apply.
- Maximum age limit for retired government servants shall be 65 years.
- The Post of Naib Qasid (equivalent to BS-01) will be filled on local basis and candidates having domicile of respective District (**Karachi**) can apply.
- For the posts of Assistant Private Secretary (equivalent to BS-16) and Stenotypist (equivalent to BS-14), preference would be given to the candidates belonging from the station concerned (**Karachi**) or contiguous districts.

2. The Interested candidates fulfilling the required criteria may submit their application for the desired post along with attested copies of the relevant documents within 14 days after publication of this advertisement on the address given below:

<b>Regional Office, Karachi</b>
<p style="text-align: center;"><b>The Incharge</b> Wafaqi Mohtasib Secretariat, Regional Office, Karachi, 4-B, Pakistan Secretariat, Saddar, Karachi <b>021-99202121</b></p>