

**WAFAQI MOHTASIB (OMBUDSMAN)'S SECRETARIAT**Islamabad the 19<sup>th</sup> March, 2025**VACANCY ANNOUNCEMENT**

The Wafaqi Mohtasib Secretariat intends to hire the services of following staff for **Regional Office, Gujranwala and Regional Office, Sargodha** 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	Station	Required qualification / experience	Age limit including 05 years general age relaxation
1.	<b>Data Entry Operator</b> (equivalent to BS-14)	Regional Office, Gujranwala = 01	<ul style="list-style-type: none"> <li>• Bachelor Degree in Physics/ Mathematics/ Statistics/ Economics from recognized University.</li> <li>• Speed of 10,000 key depressions per hour on computer.</li> </ul>	18-33 Years
2.	<b>Lower Division Clerk</b> (equivalent to BS-11)	Regional Office, Gujranwala = 01 Regional Office, Sargodha = 01	<ul style="list-style-type: none"> <li>• Matric with typing speed 30 w.p.m.</li> <li>• Having proficiency in usage of computer.</li> </ul>	18-30 Years
<ul style="list-style-type: none"> <li>• Both fresh candidates as well as retired government employees can apply.</li> <li>• Maximum age limit for retired government servants shall be 65 years.</li> <li>• Age relaxation for fresh candidates will be allowed as per government instructions.</li> </ul>				

2. Preference would be given to the candidates belonging from the stations concerned (Gujranwala and Sargodha) or contiguous districts.

3. The interested candidates fulfilling the required criteria may submit their application for the desired post alongwith attested copies of the relevant documents within 14 days after publication of this advertisement on the address given below:-

Regional Office, Gujranwala	Regional Office, Sargodha
<p><b>The Incharge</b> Wafaqi Mohtasib Secretariat, Regional Office, House No.02, Khawaja Street, DC Road, Near Allied Bank <b>Gujranwala.</b> <b>055-9330616</b></p>	<p><b>The Incharge</b> Wafaqi Mohtasib Secretariat, Regional Office, Sargodha, First Floor, Near Circuit House, Punjab Mohtasib Building, PAF Road, <b>Sargodha.</b> <b>Phone: 048-9330155</b></p>