

**WAFAQI MOHTASIB (OMBUDSMAN)'S SECRETARIAT**Islamabad the <sup>14<sup>th</sup></sup> March, 2024**VACANCY ANNOUNCEMENT**

The Wafaqi Mohtasib Secretariat intends to hire the services of following staff for **Regional Office, Azad Jammu and Kashmir (AJ&K) at Muzaffarabad** 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>Consultant</b> (equivalent to BS-17/18)	1	<ul style="list-style-type: none"> <li>Retired officers in BS-17/18 having experience in administration, management and investigation preferably with Law degree or judicial experience.</li> </ul>
2.	<b>Assistant</b> (equivalent to BS-15)	1	<ul style="list-style-type: none"> <li>Bachelor's Degree from any recognized University.</li> <li>Must have proficiency in typing and usage of computer.</li> </ul>
3.	<b>Stenotypist</b> (equivalent to BS-14)	1	<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>
4.	<b>LDC</b> (equivalent to BS-11)	1	<ul style="list-style-type: none"> <li>Matric with typing speed of 30 w.p.m.</li> <li>Must have proficiency in usage of computer.</li> </ul>
5.	<b>Naib Qasid</b> (equivalent to BS-01)	1	<ul style="list-style-type: none"> <li>Primary</li> </ul>
6.	<b>Chowkidar</b> (equivalent to BS-01)	1	<ul style="list-style-type: none"> <li>Primary</li> </ul>
7.	<b>Sweeper</b> (equivalent to BS-01)	1	<ul style="list-style-type: none"> <li>Primary</li> </ul>
<ul style="list-style-type: none"> <li>Maximum age limit for retired government servants shall be 65 years.</li> <li>Only candidates belonging to AJ&amp;K can apply.</li> </ul>			

2. The candidates having domicile of AJ&K and the requisite qualification and experience may send their requests on the prescribed application form which can be downloaded by clicking [link form](#).

3. The candidates for the post of Consultant (eq. to BS-17/18) are required to attach their updated C.V with the above-said application form.

4. The interested candidates may send their separate applications for each post to the following address within 14 days after publication of this advertisement.

<b>Director (Admn)</b>
<b>Wafaqi Mohtasib Secretariat</b> 36, Constitution Avenue, Sector G-5/2, Islamabad. 051-9217212