

WAFAQI MOHTASIB (OMBUDSMAN)'S SECRETARIATIslamabad the 29th December, 2023**VACANCY ANNOUNCEMENT**

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

S. No.	Name of Post	No. of posts	Required qualification / Experience
1.	Stenotypist (equivalent to BS-14)	3	<ul style="list-style-type: none"> • Intermediate • Minimum speed of 80/40 w.p.m. in shorthand/typing, respectively. • Must be computer literate.
2.	Naib Qasid (equivalent to BS-01)	3	<ul style="list-style-type: none"> • Primary
<ul style="list-style-type: none"> • Both fresh candidates as well as retired government employees can apply. • Maximum age limit for retired government servants shall be 65 years. 			

2. Preference would be given to the candidates belonging from the station concerned (**Islamabad/Rawalpindi**) 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:-

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