

**WAFAQI MOHTASIB (OMBUDSMAN)'S SECRETARIAT
HEAD OFFICE, ISLAMABAD**

Islamabad the 28th April, 2022

INTERNSHIP PROGRAMME

The Wafaqi Mohtasib Secretariat (WMS), invites applications for Internship in its Head Office at Islamabad for a period of 04 months from the date of joining, but extendible.

2. Internship Purpose: Learn from senior leaders and develops skills while working in the following functions:-

- Investigation of cases of mal-administration against Federal Government Organizations/agencies.
- Implementation/ Appraisal/ Investigation Wing.
- Administration Wing/Accounts Wing.
- Coordination Wing dealing with study of systematic issues and new initiatives.

3. Eligibility Criteria and terms and conditions of the Internship Programme are as under:-

- a. Fresh Graduates/ Post Graduates;
- b. **Education:** 16 years of education from any educational institution recognized by the Higher Education Commission;
- c. **Field:** Any field of social sciences (Preference will be given to graduates in Law, Public Administration, Economics and IT);
- d. **Age Group:** The age group will be 23 to 28 years on the closing date of advertisement;
- e. **Nationality:** Pakistani National;
- f. **Minimum Percentage:** At least 70 % marks or 2.9 CGPA;
- g. **Gender:** Both male and female are eligible;
- h. **Employability Status:** Must not be employed in any Government or private organization;
- i. **Student Status:** Must not be a student of any public or private educational institution;
- j. **Remuneration/Stipend:** These interns will be paid Rs.20,000/- per month as remuneration during the period of internship;
- k. **Award of certificate:** A certificate of completion of internship shall be awarded to all those interns who will have at least 95 % attendance during the internship and satisfactory performance.
- l. No TA/DA shall be admissible for appearing in interview.
- m. Only short listed candidate will be called for interview.

4. The Interested candidates fulfilling the required criteria may submit their applications on the attached **Prescribed Application Form** on or before **15th May, 2022** alongwith attested copies of the relevant documents to the email address **wafaqimohtasibadmn1@gmail.com** or through courier service to the following address:

The Director (Admn)
Wafaqi Mohtasib Secretariat, Opposite Supreme
Court of Pakistan, Constitution Avenue,
Islamabad.
051-9217212



WAFAQI MOHTASIB (OMBUDSMAN)'S SECRETARIAT

APPLICATION FORM FOR APPOINTMENT AS

Paste a fresh photograph

1. Name of Applicant (in Block Letters) _____
2. Father's Name (in Block Letters) _____
3. Present postal Address _____

4. Domicile: _____
5. Gender tick (☐) the relevant (a) Male (b) Female
6. Date of Birth as per Matric / School Certificate _____ Age: _____
7. CNIC No. _____
8. Contact No. _____
9. **Academic Qualification** (attested copies of Degree / certificates must be attached):-

Certificate /Degree	Year of pass	School /Board/University	Division/Grade	Marks Obtained
Matric				
Intermediate				
Bachelor				
Any other qualification				

10. Computer / Technical Certificate / Diploma etc.

Certificate/Diploma	Held from		Grade	Name of institute
	From	to		

Dated _____

Signature of Applicant _____