



FEDERAL PUBLIC SERVICE COMMISSION

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No.F.4-26/2022-R

09th Mar, 2023

(For Further Correspondence,
quote the above letter number and
address to the Secretary, FPSC)

NOTICE FOR SUBMISSION OF DOCUMENTS

Subject: RECRUITMENT TO THE POST OF WELFARE OFFICER (BS-16), STAFF WELFARE ORGANIZATION, ESTABLISHMENT DIVISION.

Dear Candidate,

Referring your online applications for the subject post, following candidates are advised to furnish **BIO-DATA** along with attested copies (with name stamp of attestation officer) of requisite documents as mentioned below, within 15 days (up to 24th Mar, 2023) of placement of this Notice on FPSC website, through Registered Post/Courier to determine their eligibility. It may however, be understood that asking of requisite documents should not be inferred that the candidate have been shortlisted for interview and their eligibility in all respects in terms of advertised conditions shall be determined after scrutiny of their documents:

- Bio-data** form duly signed and filled-in completely **Bio-data Form is available in downloadable Form on following link <https://www.fpsc.gov.pk/downloads/forms>.**
- Two latest **Photographs** (Passport size).
- Valid Computerized National Identity Card (CNIC).
- Self **Domicile** Certificate (SDC).
- Secondary School Certificate (SSC)/Matric (showing date of birth) and Higher Secondary School Certificate (HSSC)/ Intermediate issued by Secretary, Board of Intermediate and Secondary Education. In case of 'O' level and 'A' level an equivalence certificate from Inter Board Committee of Chairmen (IBCC).
- i) Bachelor's degree in Sociology/ Social Work/ Home Economics. ii) Three (3) years post qualification experience in the field of Welfare work, relaxable in the case of holders of Master's degree in Sociology/ Social Work/ Anthropology/ Home Economics.**
- Degree(s) and Transcripts/ Result-Cards/ DMCs showing duration of study period, credit hours with **proof** of CGPA/ Grade/ Class with credit hours and **Result Declaration Date**, issued by Controller of Examination from a University recognized by Higher Education Commission (HEC) to determine eligibility.
- Wherever an equivalence of the required degree is to be claimed by a candidate, an equivalence certificate issued by HEC/PEC/PMC/PNC may be furnished to FPSC to authenticate the claim.
- Valid **Registration** with HEC/PEC/PMC/PNC and such other institutions where applicable (if any).
- Experience** Certificate (Post Qualification) with Job description and exact dates as per detailed Experience Format (Annex-A available on FPSC's website), **where applicable**.
- In case of **Government Servant**, Original Departmental Permission Certificate (DPC) showing exact date of appointment and domicile on FPSC's prescribed format (available on FPSC's website) duly signed and stamped by Head of the Department/ Division/ Ministry (Official stamp must be affixed).
- In case of **Non-Test** Case or **UNDERTAKING** provided by the candidate at the time of examination, Original **Treasure Receipt (TR)** being application fee deposited on or before the closing date of the advertisement in the Government treasury or in a branch of National Bank of Pakistan or in a State treasury, authorized to transact business on behalf of Government.
- Medical Certificate (if required/advertised) and Proof of Age Relaxation (if claimed).

LIST OF CANDIDATES FOR DOCUMENTS SUBMISSION

<u>S#</u>	<u>Roll No.</u>	<u>Name of Candidate(s)</u>	<u>Date of Birth</u>	<u>Domicile</u>
01.	000009	MUHAMMAD REHAN ADIL	15-10-1993	PUNJAB
02.	000010	MUHAMMAD SAQIB	05-11-1994	PUNJAB
03.	000019	ABDUL QAYYUM	15-06-1998	PUNJAB
04.	000021	AHSAN ALI	01-07-2000	SINDH RURAL

05.	000076	MUHAMMAD JAWAD NASIR KHAN	04-05-1994	PUNJAB
06.	000082	MURK SAJJAD	01-04-1994	SINDH RURAL
07.	000090	SAAD KHAN	20-12-1986	PUNJAB
08.	000092	SAIQA WAHAB	02-02-1997	SINDH RURAL
09.	000093	SAJID HUSSAIN	15-01-1984	SINDH RURAL
10.	000096	SANA SHAFIQ	17-05-1985	PUNJAB
11.	000098	SHAFIQ UR REHMAN KHATTAK	13-11-1987	PUNJAB
12.	000133	MUHAMMAD NAWAZ	01-02-1988	SINDH RURAL
13.	000183	HAROON ALI	11-06-1995	PUNJAB
14.	000220	MUHAMMAD WAQAS HUSSAIN	16-02-1997	PUNJAB
15.	000222	MUHAMMAD ZAMAN	10-03-1994	PUNJAB
16.	000230	NASIR SAEED	16-05-1990	PUNJAB
17.	000263	UROOJ	09-04-1994	SINDH RURAL
18.	000265	WARDA KHAN	18-03-1999	PUNJAB
19.	000266	YOUSRA MUNIR	06-09-1997	PUNJAB
20.	000292	MUHAMMAD HUSSNAIN FIAZ	01-05-1986	PUNJAB
21.	000293	MUHAMMAD IMRAN KORAI	10-06-1992	PUNJAB
22.	000329	ABDUL AHAD	19-02-1994	SINDH RURAL
23.	000337	AZAD ALI	01-10-1994	SINDH RURAL

2. Eligibility of the candidates shall be determined as per Commission's policy laid down in General Instructions displayed at FPSC's Website. Candidates are advised to go through the said General Instructions to update themselves. The candidates will be shortlisted for interview as per **applicable policy of the Commission**. Eligibility of the candidates in all respects shall be **reckoned up to the closing date**.

3. Candidates are cautioned that requisitioning of the documents for determination of eligibility shall not vest any right in them for the post until they are shortlisted on the basis of advertised merit and relevant Provincial / Regional quota as per policy of the Commission. In case any of the candidates **failed to submit** these documents within stipulated period, their candidature for the captioned post shall stand **rejected** and no alibi or excuse shall be entertained subsequently.

Sd/-
Hamza Munir
Assistant Director T&S-B

Copy to: Website Manager (IT), FPSC HQs, Islamabad (for uploading on FPSC website www.fpsc.gov.pk).