



FEDERAL PUBLIC SERVICE COMMISSION

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No.F.4-13/2021-R (T&S-G)

26th October, 2021

(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 DATA PROCESSING ASSISTANT (BS-16) FEDERAL PUBLIC SERVICE COMMISSION.

Referring online applications and subsequent appearance in Screening (MCQ)/ Written (Descriptive) Examination 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 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:

- a) **Bio-data** form duly signed and filled-in completely (copy enclosed).
- b) Two latest **Photographs** (Passport size).
- c) Valid Computerized National Identity Card (**CNIC**).
- d) Self **Domicile** Certificate (SDC).
- e) 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).
- f) Second Class or Grade 'C' Bachelor's degree in Computer Science or Information Technology or equivalent qualification from a University recognized by the HEC.
- g) 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.
- h) 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.
- i) Valid **Registration** with HEC/PEC/PMC/PNC and such other institutions where applicable (if any).
- j) In case of **Government Servant**, Original Department al 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).
- k) Being the **Non-Test** Case an 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.

LIST OF CANDIDATES FOR DOCUMENTS SUBMISSION

<u>S.No.</u>	<u>Roll No.</u>	<u>Name of Candidate</u>	<u>Domicile</u>
1.	000002	ALI RAZA	PUNJAB
2.	000005	HIDAYAT ULLAH KHAN	KPK
3.	000014	MUHAMMAD ZAKRIA IHSAN	KPK
4.	000047	ALI ASGHAR	KPK
5.	000073	ASIF USMAN KHATTAK	KPK
6.	000075	ASMA HABIB	KPK
7.	000098	DANISH HASSAN	PUNJAB
8.	000109	FARHANA SARDAR	KPK
9.	000128	HAMZA MASOOD	PUNJAB
10.	000162	MIAN HUMAS	PUNJAB
11.	000187	MUHAMMAD HAFEEZ	PUNJAB
12.	000202	MUHAMMAD RAMAZAN	KPK
13.	000228	MUKASHIF NAVEED	PUNJAB
14.	000231	MUSAAB QAMAR	KPK
15.	000262	RAZA HUSSAIN	PUNJAB
16.	000282	SHAFQAT HANIF	PUNJAB
17.	000304	SYED SHAHBAZ RAZA	PUNJAB
18.	000309	TAIBA JABEEN	PUNJAB
19.	000328	WAQAS AHMED	PUNJAB
20.	000401	UZAIR ALI SHAH	Sindh (U)
21.	000409	AFZA KAZMI	PUNJAB
22.	000443	HARIS ZAFAR	PUNJAB
23.	000474	MUHAMMAD ASIM ALI RAZA	PUNJAB
24.	000526	SAHABAZADA HAMZA QURAIISH	PUNJAB
25.	000563	ATEEQ UL REHMAN	PUNJAB
26.	000612	ALI HAIDER KHAN	KPK
27.	000626	FAIZA AMAN	KPK
28.	000631	IBRAR ANWAR	EX-FATA
29.	000636	JAWAD KHAN	KPK
30.	000688	TAUSEEF KHAN	KPK

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 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/-
(Altaf Ahmad Khan)
Deputy Assistant Director (T&S-G)