

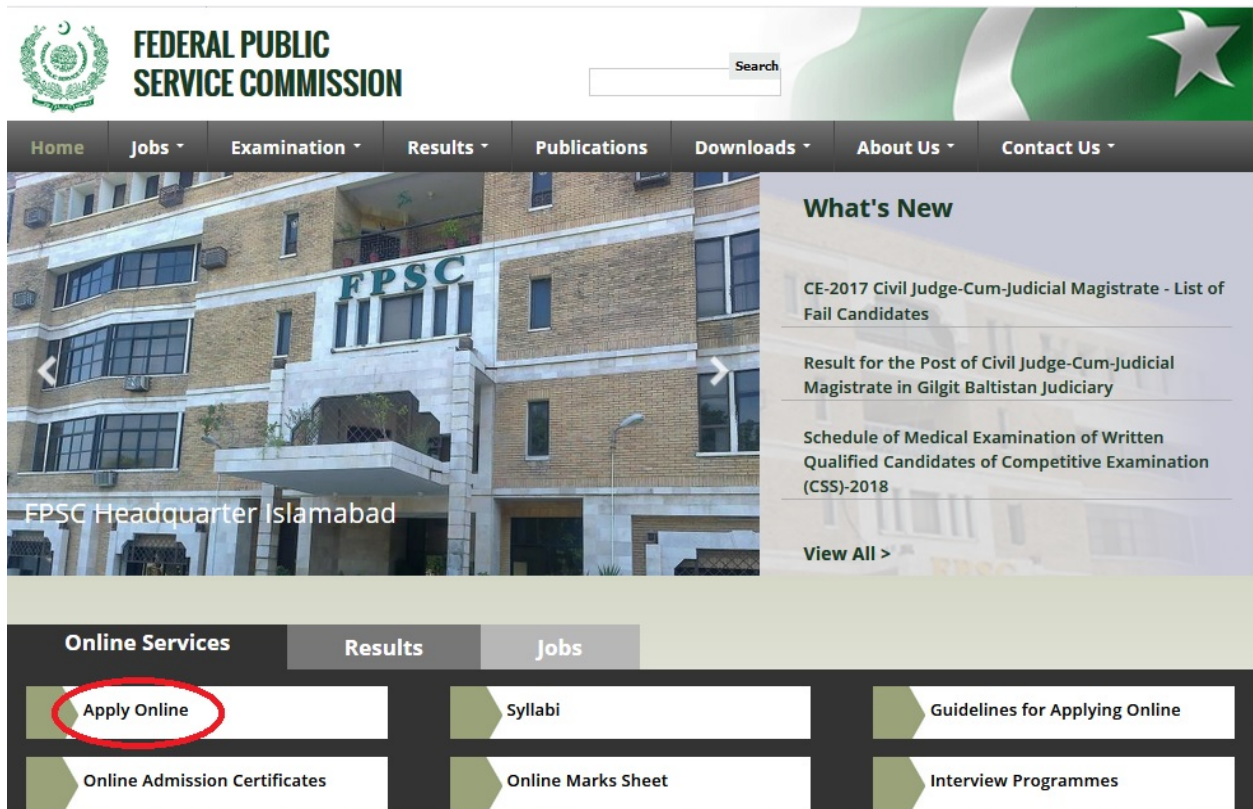
GUIDELINES FOR ONLINE SUBMISSION OF APPLICATIONS

Important Note/Information for the applicants:

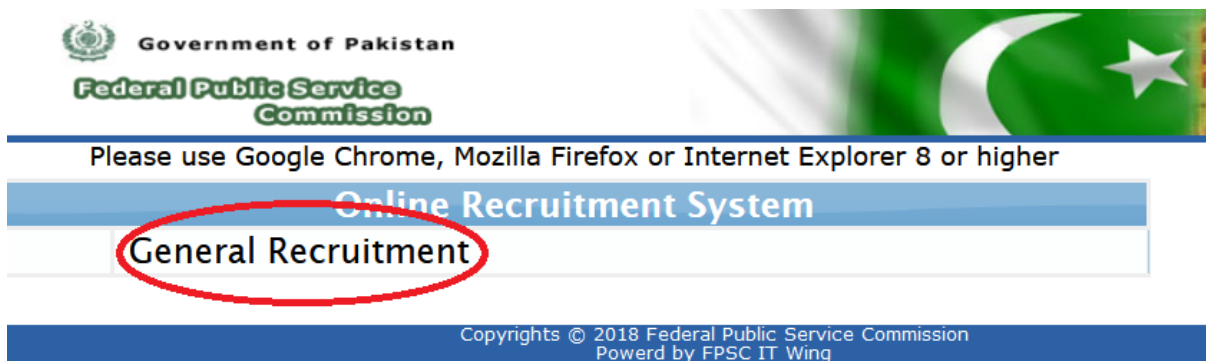
- It is in the interest of the applicants to study in detail and thoroughly observe the guidelines given in this document before and while applying online.
- Browsers including Internet Explorer version 8.0 or higher, Mozilla Firefox, Google Chrome etc. are supported (Java script must be enabled in the browser).
- In case of abnormal delay/wait in loading of web pages, close the browser window and revisit/reload the site. It is also suggested to clear browser history.
- All posts are required to be applied online.
- No hardcopy of online application or copies of testimonials are required to be forwarded to FPSC. The hardcopy generated through the system should be preserved by the applicant for their own record purpose. Similarly, **DO NOT send Bank Challan/Treasury Receipt (TR) of fee deposit to FPSC. It should be preserved in safe custody by the applicant and has to be presented at time of test/examination.**
- **No candidate will be allowed to appear in the test without producing original TR showing fee deposited in the bank/treasury by the closing date of the consolidated advertisement.**
- **Applicants should apply online immediately without waiting for the closing date of the advertisement.**
- **Before applying online, please check the advertisement thoroughly and ensure that you fulfil all the requirements including qualification, age, gender, domicile, experience etc. for the post you intend to apply.** The details of posts as advertised in the consolidated advertisement can be seen through “**jobs**” link available on the website (www.fpsc.gov.pk). **Submitting online applications without having required qualification, experience etc., or submitting fake/bogus/test online applications may cause serious difficulty for the applicant.**
- For assistance only regarding Online Application Submission, please call FPSC facilitation centre/helpline **051-111-000-248** during office hours (Monday to Friday) or E-Mail us at fpsc@fpsc.gov.pk

To apply online:



- I. Open FPSC's website www.fpsc.gov.pk or directly visit www.online.fpsc.gov.pk
- II. Select **"Apply Online"** link, as displayed under



- III. Then Select **"General Recruitment"** link, as displayed under



IV. Following Screen will appear.

Online Recruitment System	
	Apply Online
	Take Printout (for current advertisement only)
	Retrieve Tracking ID
	Download Guidelines for Applying Online
	Edit/Update Application

Caution 1: Candidates may edit online applications only once within the closing date in order to rectify any error/omission etc.

Caution 2: Subsequent claims of experience, earlier not given in online form, are considered afterthought and an attempt to become eligible. Such subsequent claims shall not be accepted, if these are from a private organization.






Caution 3: Information claimed in online application form will be treated as final.
Applicants may please note that;

- No hardcopy of application or copies of documents are required to be forwarded to FPSC.
- The printed online application should be retained by the applicants for their own record.
- DO NOT send Treasury Receipt to FPSC, it should be preserved in safe custody by applicant and has to be produced at time of appearing in the screening test.
- Submitting online applications without having required qualification, experience, gender, religion, domicile etc. or submitting fake/bogus/test online applications may cause serious difficulty for the applicant in future.

For any technical assistance regarding Applying Online, contact on following number during office hours from Monday to Friday:-
051-111-000-248

V. Select 'Apply Online' option.


VI. Following Screen will appear.

Select Job	*	<input type="text" value="Please Select"/>
CNIC Number	*	<input type="text"/>
Date of Fee deposit in Bank	*	<input type="text"/> 
Fee deposited (Rs.)	*	<input type="text"/>
Bank and Branch Name	*	<input type="text"/>
Bank Code	*	<input type="text"/>
Bank Location District	*	<input type="text" value="Please Select"/>
(Click here to Download Form for Fee Deposit)		
Gender (only valid choices will be visible)	*	Please select job
Religion (only valid choices will be visible)	*	<input type="text"/>
Domicile (only valid choices will be visible)	*	Please select job
Domicile District	*	<input type="text"/>
Test Centre	*	<input type="text" value="Please Select"/>
Interview Centre	*	<input type="text" value="Please Select"/>
Qualification/ Experience (As advertised)	*	Please select job
Do you possess the above Qualification/ Experience?	*	<input type="text" value="Please Select"/>
Result Declaration Date of degree that makes you eligible	*	<input type="text"/> 
Enter Verification Code	*	<div style="border: 1px solid black; padding: 5px; display: inline-block;">  </div>   <input type="text"/>
		<input type="button" value="Proceed to Step 2"/> <input type="button" value="Cancel"/>

- VII. Select Job you want to apply. All jobs available will be listed down. Upon selection of the required job, the detailed requirements for the selected job will appear as below

Job Details	
Case No./Job Title	F.4-115/2015-R DEPUTY CHIEF ADMINISTRATIVE OFFICER
Ministry/Department	DEFENCE (DEFENCE DIVISION)/GHQ
Grade	BS-18
Special Pay	
Job Duties	(i) Holds independent charge, command of a full-fledge Section/ Office. Maintains discipline and day to day administration of clerical staff to be placed under his control/ jurisdiction. (ii) To process/deal with policy matters, have direct liaison/ discussion with Director to dispose off important issues/ files and also evolve SOPs for smooth functioning of official business. (iii) To deal with financial matters/ procurement of Defence equipment/ spare parts/ stores etc, where required. (iv) Is responsible for the prompt disposal of the works assigned to his office/ section
Job Status	Temporary MAY CONTINUE FOR AN INDEFINITE PERIOD
Eligible Gender	Both male and female candidates are eligible
Age Relaxation	Plus five (5) years general relaxation in upper age limit.
Minimum Age	25
Maximum Age	35
Qualification/Experience	Second class or Grade "C" Master's Degree In Business Administration/ Public Administration or equivalent from a university recognized by HEC.Five (5) years post qualification experience in administration.
Domicile	MERIT=1, PUNJAB=4, SINDH(R)=1, SINDH(U)=1, KHYBER_PAKHTUNKHWA=1,

- VIII. Upon selection of the required job, the detailed requirements for the selected job will appear as below.
- IX. Thoroughly study the requirements for the post. If you fulfill all the requirements including qualification, experience, domicile, religion, gender, age etc. and also interested to apply for the post, select 'Apply for this job' button. Otherwise select cancel. (DO NOT apply for the post if you do not possess all required conditions for the post).
- X. When you select '**Apply for this job**', following screen will appear

Select Job	*	F.4-115/2015-R [DEPUTY CHIEF ADMINISTRATIVE OFFICER]
CNIC Number	*	61101-5146751-3 You can apply for this job
Date of Fee deposit in Bank	*	<input type="text" value=""/>
Fee deposited (Rs.)	*	<input type="text" value=""/>
Bank and Branch Name	*	<input type="text" value=""/>
Bank Code	*	<input type="text" value=""/>
Bank Location District	*	Please Select
(Click here to Download Form for Fee Deposit)		
Gender (only valid choices will be visible)	*	MALE
Religion (only valid choices will be visible)	*	Please Select
Domicile (only valid choices will be visible)	*	AZAD KASHMIR
Domicile District	*	BAGH
Test Centre	*	Please Select
Interview Centre	*	Please Select
Qualification/ Experience (As advertised)	*	Second class or Grade "C" Master's Degree in Business Administration/ Public Administration or equivalent from a university recognized by HEC. Five (5) years post qualification experience in administration.
Do you possess the above Qualification/ Experience?	*	Please Select
Result Declaration Date of degree that makes you eligible	*	<input type="text" value=""/>
Enter Verification Code	*	<div style="border: 1px solid black; padding: 5px; display: inline-block;">  </div> <input style="border: 1px solid red; border-radius: 50%; width: 80px; height: 20px;" type="text"/>
		<input type="button" value="Proceed to Step 2"/> <input type="button" value="Cancel"/>

- XI. Select Job you want to apply. All jobs available will be listed down.
- XII. Upon selection of the required job, the detailed requirements for the selected job will appear as below

Job Details	
Case No./Job Title	F.4-115/2015-R DEPUTY CHIEF ADMINISTRATIVE OFFICER
Ministry/Department	DEFENCE (DEFENCE DIVISION)/GHQ
Grade	BS-18
Special Pay	
Job Duties	(i) Holds independent charge, command of a full-fledge Section/ Office. Maintains discipline and day to day administration of clerical staff to be placed under his control/ jurisdiction. (ii) To process/deal with policy matters, have direct liaison/ discussion with Director to dispose off important issues/ files and also evolve SOPs for smooth functioning of official business. (iii) To deal with financial matters/ procurement of Defence equipment/ spare parts/ stores etc. where required. (iv) Is responsible for the prompt disposal of the works assigned to his office/ section
Job Status	Temporary MAY CONTINUE FOR AN INDEFINITE PERIOD
Eligible Gender	Both male and female candidates are eligible
Age Relaxation	Plus five (5) years general relaxation in upper age limit.
Minimum Age	25
Maximum Age	35
Qualification/Experience	Second class or Grade "C" Master's Degree in Business Administration/ Public Administration or equivalent from a university recognized by HEC. Five (5) years post qualification experience in administration.
Domicile	MERIT=1, PUNJAB=4, SINDH(R)=1, SINDH(U)=1, KHYBER_PAKHTUNKHWA=1,

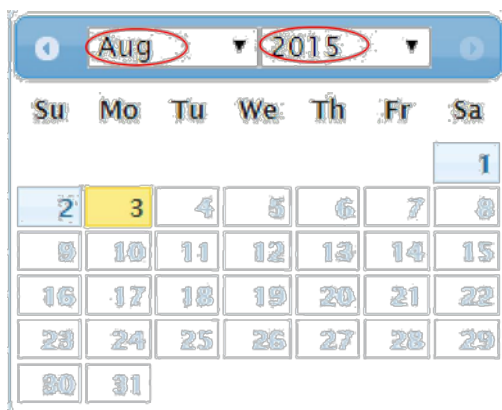
XIII. Thoroughly study the requirements for the post. If you fulfill all the requirements including qualification, experience, domicile, religion, gender, age etc. and also interested to apply for the post, select 'Apply for this job' button. Otherwise select cancel. (DO NOT apply for the post if you do not possess all required conditions for the post).

Select Job	*	F.4-115/2015-R [DEPUTY CHIEF ADMINISTRATIVE OFFICER]
CNIC Number	*	61101-5146751-3 You can apply for this job
Date of Fee deposit in Bank	*	<input type="text"/>
Fee deposited (Rs.)	*	<input type="text"/>
Bank and Branch Name	*	<input type="text"/>
Bank Code	*	<input type="text"/>
Bank Location District	*	Please Select
(Click here to Download Form for Fee Deposit)		
Gender <small>(only valid choices will be visible)</small>	*	MALE
Religion <small>(only valid choices will be visible)</small>	*	Please Select
Domicile <small>(only valid choices will be visible)</small>	*	AZAD KASHMIR
Domicile District	*	BAGH
Test Centre	*	Please Select
Interview Centre	*	Please Select
Qualification/ Experience (As advertised)	*	Second class or Grade "C" Master's Degree in Business Administration/ Public Administration or equivalent from a university recognized by HEC.Five (5) years post qualification experience in administration.
Do you possess the above Qualification/ Experience?	*	Please Select
Result Declaration Date of degree that makes you eligible	*	<input type="text"/>
Enter Verification Code	*	<div style="border: 1px solid black; padding: 5px; display: inline-block;"> </div>
		<input style="width: 100px; height: 20px; border: 1px solid red; border-radius: 50%; margin: 5px auto;" type="text"/>
		<input type="button" value="Proceed to Step 2"/> <input type="button" value="Cancel"/>

- XIV. Enter your CNIC number and press Tab Key
- XV. Wait for 'You can apply for this job' message.
- XVI. System does not allow submission of more than one application against same CNIC number for the same post. If you have already applied for the post, system will display appropriate message.
- XVII. Please make sure that fee is deposited before applying online. (Link to download form for fee deposit is available on the screen). **The Application Fee for posts (BS-16 &17 = Rs.300/-; BS 18= Rs. 750/-; Bs-19= Rs.1200/-; BS-20 and above Rs. 1500/-) may be deposited in the nearest government treasury or in a branch of**

National Bank of Pakistan or in a state treasury authorized to transact business on behalf of government under head **C02101-ORGANS OF STATE EXAMINATION FEE REALIZED BY FPSC**. Bank draft/Cheque/Postal order is not acceptable.

- XVIII. Select date of deposit of test fee in the bank/treasury through Treasury Receipt, using calendar. Select appropriate year, month and date from the calendar.



- XIX. Similarly, select/fill appropriate entries for Amount of fee deposited, bank and branch name, bank code, bank location district, your gender, religion, domicile, district of domicile, test centre where you would like to appear for the written test, interview centre.
- XX. **In the selection boxes for Gender, Religion and Domicile, only those entries will be listed which are required for the post.** (For example, if a post is for Male candidates, only “Male” entry will be listed in Gender selection box. If a post is reserved for Non-Muslim quota, only the “Non-Muslim” entry will be listed in Religion selection box. Similarly if a post is for Sindh and Balochistan domicile, only the said domicile entries will be listed. Other domiciles will not be available in the Domicile selection list). DO NOT apply for the post if your domicile, gender or religion is not listed, as you are not eligible to apply for such post. Refer to consolidated advertisement and thoroughly check the post requirements.
- XXI. In the qualification/experience box, the required advertised qualification/experience will appear automatically, which is un-editable. Please ensure that you possess the required qualification/experience as given in the box. If you do not possess required qualification/experience, you must not proceed further and select “Cancel” button.
- XXII. **Note:- The system will not allow to submit the application until required education and/or experience is entered for the selected post.**
- XXIII. If you possess the required qualification/experience then select “Yes” in the relevant box.

- XXIV. Please enter your “Result Declaration Date” of the degree mentioned in the “Qualification/Experience” box that makes you eligible for the post.
In case two or more degrees are required for the post (e.g. M.A. with B.Ed.), then provide the “Result Declaration Date” of the degree which you acquired later.
- XXV. Enter 5-digit verification code as seen in the box (e.g. 77399).
- XXVI. All entries marked as “*” are mandatory.
- XXVII. When complete, re-check the entries for their correctness. If any correction is required, that must be carried out.
- XXVIII. When all entries are found correct, Select ‘Proceed to Step 2’ button.
- XXIX. Following screen will appear.

Basic Info	
Upload Your Recent Picture (Size less than 30kb)	* <input type="button" value="Choose File"/> No file chosen
Job Title	* F,4-115/2015-R [DEPUTY CHIEF ADMINISTRATIVE OFFICER] ▼
Gender	* MALE ▼
Religion	* MUSLIM ▼
Domicile	* PUNJAB ▼
Domicile District	* LODHRAN ▼
Test Centre	* ISLAMABAD ▼
Interview Centre	* ISLAMABAD ▼
Re-Enter CNIC Number	* <input type="text"/>
Name of Applicant	* <input type="text"/>
Father's/ Husband's Name	* <input type="text"/>
rth	* <input type="text"/>
Age Relaxation Claimed	* Not Claimed (Within Age limit) ▼
Postal Address	* <input type="text"/> <input type="text"/>
Mobile Number	* <input type="text"/>
Phone Office/Residence	* <input type="text"/>
Email address	* <input type="text"/>
Disability (If Yes)	* Select Disability ▼
Education	
Please enter your education as Second class or Grade "C" Master's Degree in Business Administration/ Public Administration or equivalent from a university recognized by HEC.	
<input type="button" value="Add Education"/>	
Experience	
Please enter your experience as Five (5) years post qualification experience in administration.	
<input type="button" value="Add Experience"/>	
<input type="button" value="Submit your Application"/> <input type="button" value="Cancel"/>	

- XXX. Upload softcopy of your passport size photograph using ‘Browse/Upload/Choose File’ button. The picture size must be less than 30 KB in jpeg format only.
- XXXI. Re-type Confirm your CNIC number as provided in Step 1.

- XXXII. Similarly, select/fill all entries which are reflected as blank. Entries marked with '*' are mandatory. (Check and ensure that your CNIC No., Name, e-mail address and mobile number are correct).
- XXXIII. Select "Add Education" option to add education(s) as mentioned in the advertisement (You must possess the required degree as mentioned on screen. Do not apply, if you do not possess the required degree).
- XXXIV. Following screen will appear

- XXXV. Enter your Degree.
- XXXVI. Choose "Result Date" from the calendar of the entered qualification
- XXXVII. Enter "Board/ University" of the entered qualification
- XXXVIII. Select "Grade", "Division" or "CGPA" option, whichever is applicable, for the entered qualification.
- XXXIX. Enter "Major Subjects"
- XL. Click "Save" button to save the qualification
- XLI. Repeat above steps from Serial XXXIV-XXXIX to further add more Education Records, if any. (Max 5 records can be entered)
- XLII. Only for the posts where Experience is mandatory, system will ask to enter the Experience by selecting "Add Experience" option
- XLIII. Following Screen will appear

- XLIV. Enter the "Name of Post"
- XLV. Enter "Basic Scale (BS)", if any
- XLVI. Enter the "Organization/ Ministry/ Division/ Department" name
- XLVII. Select "From Date" and "To Date" from the calendar
- XLVIII. Select "Status" and "Nature of Job" from List of Values
- XLIX. Enter "Duties" performed in a concise manner
- L. Click "Save" button to save the experience record
- LI. Repeat above to further add Experience Records, if any (Max 5 records can be entered)
- LII. **When complete, please check all entries in the form thoroughly. If any correction is required, that must be done now. Once you click 'Submit your Application' button, your application will be submitted.**
- LIII. Upon submitting application, following message will appear



- LIV. To take printout of the online application, select 'Print' button and follow instruction
- LV. as they appear. (Candidates must print their online application for their record purpose).
- LVI. Your online application submission process is complete.
- LVII. To print your online application form at later stage, but before closing date, select 'Take Printout' option from the main menu as given below; **(Note:- The printing facility will only be available for the current jobs)**


Government of Pakistan
Federal Public Service Commission

Internet Explorer 8 or higher supported

Online Recruitment System

	Apply Online
	Take Printout <small>(for current advertisement only)</small>
	Retrieve Tracking ID
	Download Guidelines for Applying Online

Do not wait for the closing date, APPLY NOW

Applicants may please note that;

- No hardcopy of application or copies of documents are required to be forwarded to FPSC.
- The printed online application should be retained by the applicants for their own record.
- DO NOT send Treasury Receipt to FPSC, it should be preserved in safe custody by applicant and has to be produced at time of appearing in the screening test.
- Submitting online applications without having required qualification, experience, gender, religion, domicile etc. may cause serious difficulty for the applicant. Similarly, submitting fake/bogus/test online applications may also cause serious difficulty for the applicant in future.

For any technical assistance regarding Applying Online, contact on following number during office hours from Monday to Friday:- 051-9219851

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LVIII. Following screen will appear

Take Printout	
CNIC	<input type="text"/>
Tracking ID	<input type="text"/>
Enter Verification Code	<div style="text-align: center;"></div> <input type="text"/>
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	

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LIX. Enter your CNIC number, Tracking ID of already applied online application and Verification Code. Select 'Submit' button. Following pre-filled form containing data pertaining to your application will appear; (Note: if you forget your Tacking ID see Para LVIII)

FEDERAL PUBLIC SERVICE COMMISSION



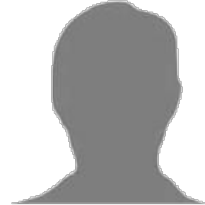
Website: www.fpsc.gov.pk
 Email: fpsc@fpsc.gov.pk
 Fax: 031-0213386-9203410
 TAD: 031-311-000-246

Sector F-5/I, Aga Khan Road, Islamabad

Tracking ID
5582686
Date Applied
03-AUG-15

Online Application Form for Candidate's Record FOR RECRUITMENT TO BS-16 and ABOVE POSTS

Consolidated Advertisement No.	05/2015		
Case No.	F-4-119/2015-R		
Subject (If Applicable)			
Name of Post Applied for	DEPUTY CHIEF ADMINISTRATIVE OFFICER (BS-16)		
Application Fee Paid of Rs.	750		
Fee deposited Date	03-AUG-15		
Bank and Branch Name	National Bank of Pakistan		
Bank Branch Code	3545		
Bank Location District	ISLAMABAD		
1) Name of Applicant:	FAROOQ AHMAD HASSAN		
2) Father's/Husband's Name:	ABDULLAH KHAN		
3) Date of Birth:	24-OCT-82		
4) CNIC Number:	61101-5146751-3		
5a) Gender:	MALE	6) Religion:	MUSLIM
6a) Self Domicile:	PUNJAB	6) District of Domicile:	LODHIAN
7a) Test Centre:	ISLAMABAD	6) Interview Centre:	ISLAMABAD
8) Age Relaxation Claimed:	NOT CLAIMED (WITHIN AGE LIMIT)		
9) Postal Address:	IT WING, FPSC HQS, AGA KHAN ROAD, SECTOR F-5/I, ISLAMABAD		
10a) Mobile Number:	923335371709	6) Phone Office/ Residence:	
10) E-Mail Address:	foogiscorpion@gmail.com		
11a) Disability Claimed?	NOT CLAIMED		
12) Qualification/ Experience (As advertised):	NOT CLAIMED	6) Help Required:	NIL
	SECOND CLASS OR GRADE "C" MASTER'S DEGREE IN BUSINESS ADMINISTRATION PUBLIC ADMINISTRATION OR EQUIVALENT FROM A UNIVERSITY RECOGNIZED BY HEC FIVE (5) YEARS POST QUALIFICATION EXPERIENCE IN ADMINISTRATION.		
13a) Do you possess above Qualification/ Experience:	YES	6) Result Declaration Date:	01-SEP-07



14) Academic Qualifications: (Must attach proof i.e. Certificates/Degrees)

S.No.	Qualification	Result Declaration Date	Board/ University	Grade/ Div/ CGPA	Principal Subjects
1	MBA	01-SEP-07	SZABIST ISLAMABAD	3.90	BUSINESS ADMINISTRATION
2	BBA	01-AUG-05	SZABIST	3.86	BUSINESS ADMINISTRATION
3					
4					
5					

15) **EMPLOYMENT RECORDS/EXPERIENCE:** (Describe employments, include all appointments held, professional practice, self employment).

S.No.	Name of Post	B5	Organization/ Ministry/ Division/ Department	From Date	To Date	Status	Nature of Job	Main Duties Performed
1	DEPUTY DIRECTOR	18	FEDERAL PUBLIC SERVICE COMMISSION	01-AUG-09	03-AUG-15	FEDERAL GOVERNMENT	TEMPORARY	PERSONNEL RECORDS/ DOCUMENTATION, POSITIONING/ POSTING/ SCREENING/ AND INTERVIEWING CANDIDATES
2	ASSISTANT DIRECTOR	17	FEDERAL PUBLIC SERVICE COMMISSION	01-AUG-07	31-JUL-09	FEDERAL GOVERNMENT	TEMPORARY	PERSONNEL ADMINISTRATION
3								
4								
5								

16) Declaration: I certify that the statements made by me in the answers to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I fulfill all the requirements including educational qualification, experience, age, domicile etc. required for the post. Submission of fake/ forged documents and any misrepresentation or omission discovered even after appointment may render my appointment liable to termination in addition to the action decided by the Commission. I have also carefully read the General Instructions to the candidates and I am bound by the terms and conditions contained therein.

Applicant's Signature
Date

- LX. **Take printout of your online application, sign it and keep in your record for future reference.**
- LXI. This printed copy/form is **NOT** required to be forwarded to FPSC
- LXII. If you forgot or could not note your Tracking ID, select 'Retrieve Tracking ID' from the main menu as given below; (Note:- This facility will only be available for the current jobs)

Government of Pakistan
Federal Public Service Commission

Internet Explorer 8 or higher supported

Online Recruitment System

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LXIII. Following screen will appear

Retrieve Tracking ID	
Select Job	* F.4-115/2015-R [DEPUTY CHIEF ADMINISTRATIVE OFFICER]
CNIC	* 61101-5146751-3
Email address	* fooqiscorpion@gmail
Enter Verification Code	*  <input type="text" value="66461"/> Code verified..
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	
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LXIV. Select the job for which you have already applied online and need to retrieve the Tracking ID, enter your CNIC, Email address (exactly which you provided in your online application for the applied case), and Verification Code as displayed. If all the information matches with the database, only then the Tracking ID will be shown. Note the Tracking ID for future reference.

Retrieve Tracking ID	
Select Job	* Please Select
CNIC	* <input type="text"/>
Email address	* <input type="text"/>
Enter Verification Code	*  <input type="text"/>
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	

Please note your tracking ID:

5582686

To take printout of your online application, [Click here](#)

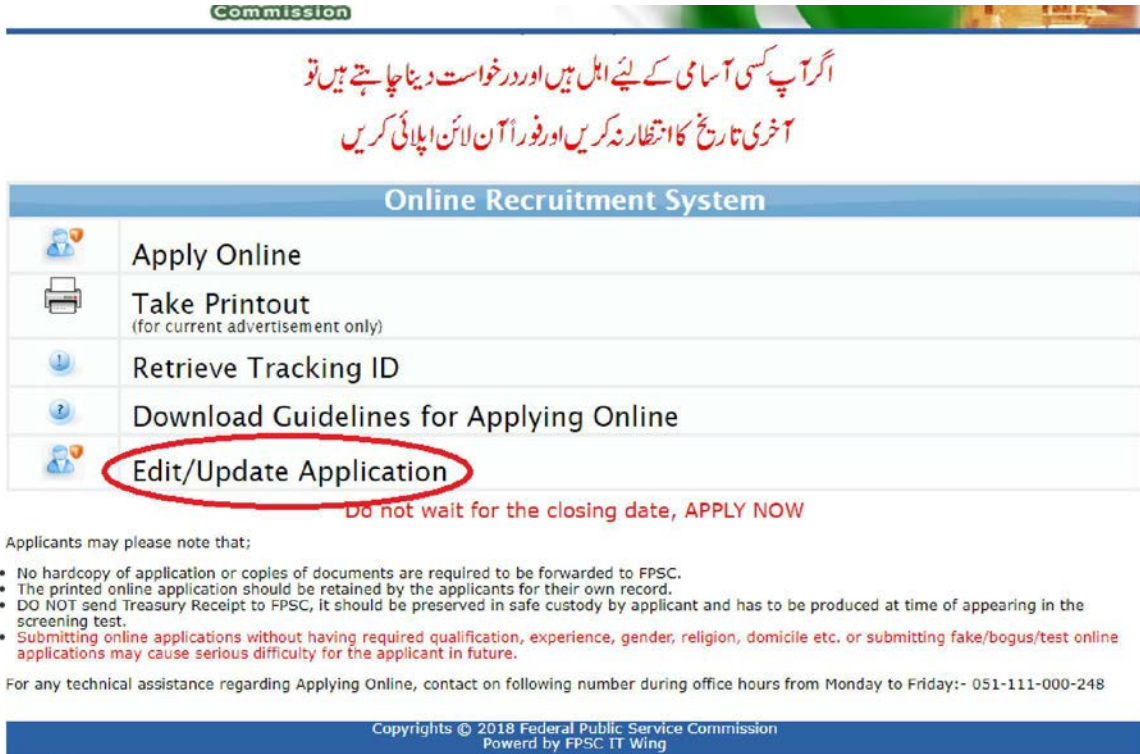
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LXV.

EDIT / UPDATE FACILITY:

This option should only be used if the applicant wants to change / amend contents of his already submitted online application. After online submission of application, the application can be revised only once for correction of any errors for the current jobs. For the purpose

1. Click on **Edit/Update** Application button as shown in screenshot below:



The screenshot shows the 'Online Recruitment System' menu. The 'Edit/Update Application' option is circled in red. Below the menu, there is a warning message: 'Do not wait for the closing date, APPLY NOW'. Below the warning, there is a note for applicants and a list of instructions. At the bottom, there is a copyright notice for the Federal Public Service Commission.

Commission

اگر آپ کسی آسامی کے لیے اہل ہیں اور درخواست دینا چاہتے ہیں تو
آخری تاریخ کا انتظار نہ کریں اور فوراً آن لائن اپلائی کریں

Online Recruitment System

	Apply Online
	Take Printout (for current advertisement only)
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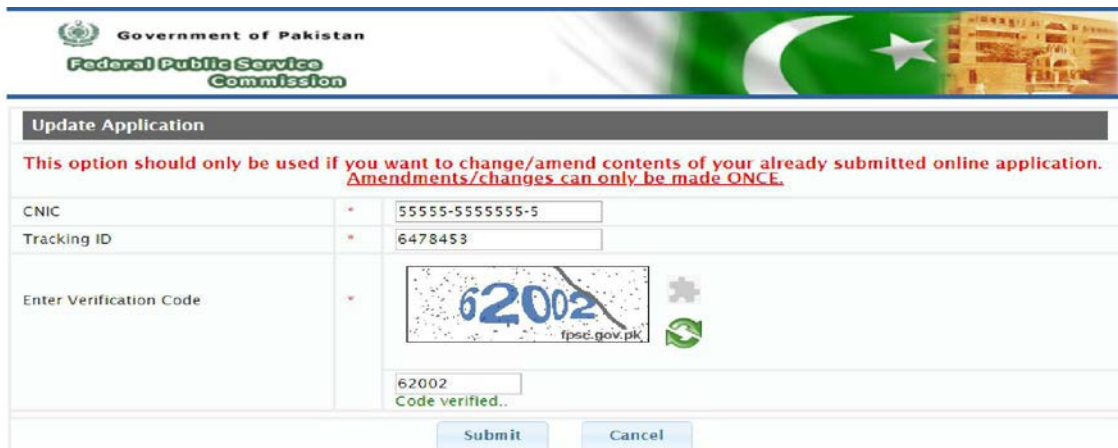
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- Submitting online applications without having required qualification, experience, gender, religion, domicile etc. or submitting fake/bogus/test online applications may cause serious difficulty for the applicant in future.

For any technical assistance regarding Applying Online, contact on following number during office hours from Monday to Friday:- 051-111-000-248

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2. Enter CNIC and tracking ID of your already submitted online application and click “Submit” button.




The screenshot shows the 'Update Application' form. It includes a header for the Government of Pakistan Federal Public Service Commission. The form has a warning message and three input fields: CNIC (55555-555555-5), Tracking ID (6478453), and a Verification Code (62002). The verification code is displayed in a CAPTCHA image and a text box. There are 'Submit' and 'Cancel' buttons at the bottom.

Government of Pakistan
Federal Public Service Commission

Update Application



This option should only be used if you want to change/amend contents of your already submitted online application.
Amendments/changes can only be made ONCE.

CNIC	*	55555-555555-5
Tracking ID	*	6478453
Enter Verification Code	*	 62002 Code verified..


Submit Cancel

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- Following screen showing contents of your already submitted online application will appear. You may change allowed contents of your application. After doing the needful, select **“Update Application”** button.

Upload picture



Upload Your Recent Picture
(Size less than 30kb)

No file chosen

Post Details

Select your Job * F.4-B1/2018-R [INSPECTOR] ▼

Bank Details

Date of Fee deposit in Bank *

Fee deposited (Rs.) *

Bank Name * ▼

Bank Branch and Code

Bank Location District * ▼

Personal Details

Name of Applicant *

Father's/ Husband's Name *

Date of Birth *

CNIC Number *

Domicile (only valid choices will be visible) * ▼

Gender (only valid choices will be visible) * ▼

Religion (only valid choices will be visible) * ▼

Domicile District * ▼

Test Centre * ▼

Interview Centre * ▼

Age Relaxation Claimed * ▼

Postal Address *

Mobile Number *

Phone Office/Residence

Email address *

Disability (If Yes) ▼

Qualification/ Experience (As advertised) *

Do you possess the above Qualification/ Experience? *

Result Declaration Date of degree that makes you eligible *

Education

Qualification	Result Date	Board/University	Grade	Division	CGPA	Major Subjects	Action
rerer	05-04-2018	afdf	A			fsdf	<input type="button" value=""/>

Add Education

- Upon clicking “Update Application” system will ask “Are you sure you really want to update?” – as shown below. Click “Ok” only if you are sure that you have made required changes and want to save them, otherwise select “cancel”.

Bank Location District: ISLAMABAD

Personal Details

From online.fpsc.gov.pk

Are you sure you really want to update?

OK Cancel

Name of Applicant: [Empty]

Father's/ Husband's Name: [Empty]

Date of Birth: [Empty]

CNIC Number: 55555-555555-5

Domicile (only valid choices will be visible): KHYBER PAKHTUNKHWA

Gender (only valid choices will be visible): FEMALE

Religion (only valid choices will be visible): MUSLIM

Domicile District: ABBOTTABAD

Test Centre: ISLAMABAD

Interview Centre: ISLAMABAD

Age Relaxation Claimed: Not Claimed (Within Age limit)

Postal Address: 5555555555

Mobile Number: 0355-555555

Phone Office/Residence: 55555555555555

Email address: 5555@5555.com

Disability (If Yes): Select Disability

Qualification/ Experience (As advertised): (i) Second Class or Grade 'C' Bachelor's degree from a University recognized by HEC. (ii) PHYSICAL FITNESS: (a) For Male: Height: 5'-7", Chest: 33" x 34", Running: One (1) Mile in seven (7) Minutes. (b) For Female: Height: 5'-2", Running: One (1) Mile in ten (10) Minutes.

Do you possess the above Qualification/ Experience?: YES

Result Declaration Date of degree that makes you eligible: 05-04-2018

- On clicking “Ok” button in step#4, system will make desired changes you made in your application and a pop up message will show up as shown in below screen shot.

Bank Location District: ISLAMABAD

Personal Details

Name of Applicant: ABCDEF

Father's/ Husband's Name: DEFGH

Date of Birth: 06-04-2000

CNIC Number: 55555-555555-5

Domicile (only valid choices will be visible): KHYBER PAKHTUNKHWA

Gender (only valid choices will be visible): FEMALE

Religion (only valid choices will be visible): MUSLIM

Domicile District: ABBOTTABAD

Test Centre: ISLAMABAD

Interview Centre: ISLAMABAD

Age Relaxation Claimed: Not Claimed (Within Age limit)

Postal Address: [Empty]

Mobile Number: [Empty]

Phone Office/Residence: [Empty]

Email address: [Empty]

Disability (If Yes): [Empty]

Qualification/ Experience (As advertised): (i) Second Class or Grade 'C' Bachelor's degree from a University recognized by HEC. (ii) PHYSICAL FITNESS: (a) For Male: Height: 5'-7", Chest: 33" x 34", Running: One (1) Mile in seven (7) Minutes. (b) For Female: Height: 5'-2", Running: One (1) Mile in ten (10) Minutes.

Do you possess the above Qualification/ Experience?: YES

Result Declaration Date of degree that makes you eligible: 05-04-2018

Education

Qualification	Result Date	Board/University	Grade	Division	CGPA	Major Subjects	Action
rerer	05-04-2018	afdf	A			fsdf	

Add Education

Update Application Cancel

Your Application has been updated successfully.

Case Number / Job Title: F.4-81/2018-R [INSPECTOR]

Print

6. Take **print** out of your amended application by selecting print option and retain it for Your record and future reference.

FEDERAL PUBLIC SERVICE COMMISSION



Website: www.fpsc.gov.pk
Email: fpsc@fpsc.gov.pk
Fax: 051-9213386-9203410
UAN: 051-111-000-248

Sector F-5/1, Aga Khan Road, Islamabad

Online Application Form for Candidate's Record FOR RECRUITMENT TO BS-16 and ABOVE POSTS

Tracking ID
6478453
Date Updated
09-Apr-2018 03:15:38 PM

Consolidated Advertisement No.
Case No.
Subject (If Applicable)
Name of Post Applied for
Application Fee Paid of Rs.
Fee deposited Date
Bank Name
Bank Branch and Code
Bank Location District

04/2018
F-4-S1/2018-R

INSPECTOR(BS-16)
300
03-APR-18
NATIONAL BANK OF PAKISTAN
5555
ISLAMABAD



1) Name of Applicant:
2) Father's/ Husband's Name:
3) Date of Birth:
4) CNIC Number:
5a) Gender:
6a) Self Domicile:
7a) Test Centre:
8) Age Relaxation Claimed:
9) Postal Address:
10a) Mobile Number:
c) E-Mail Address:
11a) Disability Claimed?:
12) Qualification/ Experience(As advertised):

13a) Do you possess above Qualification/ Experience:

ABCDEF
DEFGH
06-APR-00
55555-5555555-5
FEMALE
KHYBER PAKHTUNKHWA
ISLAMABAD
NOT CLAIMED (WITHIN AGE LIMIT)
5555555555, ,
9135555555555
5555@5555.com
NOT CLAIMED
(I) SECOND CLASS OR GRADE 'C' BACHELOR'S DEGREE FROM A UNIVERSITY RECOGNIZED BY HEC. (II) PHYSICAL FITNESS: (A) FOR MALE: HEIGHT: 5'-7", CHEST: 33" (- X 34 φ"), RUNNING: ONE (1) MILE IN SEVEN (7) MINUTES. (B) FOR FEMALE: HEIGHT: 5'-2", RUNNING: ONE (1) MILE IN TEN (10) MINUTES.
YES

b)Religion: MUSLIM
b)District of Domicile: ABBOTTABAD
b)Interview Centre: ISLAMABAD
b)Phone Office/ Residence: 555555555555555
b)Helper Required?: NIL
b)Result Declaration Date: 05-APR-18

14) Academic Qualifications:

S.No.	Qualification	Result Declaration Date	Board/ University	Grade/ Div/ CCPA	Principal Subjects
1	RERER	05-APR-18	AJDF	A	FSDP
2					
3					
4					
5					

(End of Document)
Dated: 05-11-2018