



30th August, 2024

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

NOTICE FOR SUBMISSION OF DOCUMENTS

Subject:- RECRUITMENT TO THE FOUR POSTS OF DEPUTY DIRECTOR BS-18 MANAGEMENT SERVICES WING, ESTABLISHMENT DIVISION

Dear Candidate,

With reference to their online applications, the following candidates whose Names & Roll Numbers have been given below, 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:

- Bio-data** form duly signed and filled-in completely (to be downloaded from FPSC's website <https://fpssc.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).
- MINIMUM QUALIFICATION/ EXPERIENCE:** (i) Second Class or Grade 'C' Master's degree in Public Administration/ Business Administration/ Administrative Science/ Economics/ Statistics/ Computer Science/ACMA. (ii) Five (5) years post qualification experience in Management Analysis/ Financial Management/ Project Management/ Personnel Management/ Administrative Research/ Collection, Analysis, Interpretation of Statistical Data and Report Writing.
- 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

Sr. No.	Roll No.	Name of Candidate(s)	Domicile	Date of Birth
1.	000027	Muhammad Ahmed Tunio	Sindh (Urban)	2.11.1991
2.	000060	Anum Tanveer	Sindh (Urban)	9.11.1986
3.	000083	Bassam Sabri	Punjab	26.6.1991
4.	000096	Faheemullah	KPK	5.10.1984
5.	000097	Faiq Ahmad Khan	Punjab	12.12.1984
6.	000151	Mohsin Hussain Khan	Sindh (Urban)	4.6.1989
7.	000163	Muhammad Akmal Javaid	Punjab	13.2.1991
8.	000168	Muhammad Asad Ishaq	Punjab	27.6.1990

9.	000180	Muhammad Hassam Alam Khan	Punjab	15.10.1991
10.	000211	Muhammad Taha Khilji	Sindh (Urban)	19.10.1993
11.	000241	Naimat Ullah Muhammad	Punjab	3.11.1989
12.	000332	Waqar Ahmed	KPK	4.8.1992
13.	000355	Adnan Khan	KPK	15.4.1998
14.	000371	Hira Siddiqui	Sindh (Urban)	2.10.1992
15.	000380	Mansoor Ahmed	Sindh (Urban)	12.8.1982
16.	000388	Muhammad Imran Fayyaz	Punjab	23.7.1990
17.	000408	Sajid Rafique	Sindh (Urban)	16.3.1989
18.	000410	Sania Awan	Sindh (Urban)	23.10.1987
19.	000415	Shahid Liaquat	Sindh (Urban)	17.7.1993
20.	000423	Syeda Mizna Shah	Sindh (Urban)	18.5.1990
21.	000432	Abdul Rehman Danish	Punjab	14.8.1994
22.	000457	Gulnaz Fatima	Punjab	19.3.1992
23.	000470	Iram Ehsan	Punjab	2.7.1989
24.	000483	Mubasher Ali	Punjab	18.5.1989
25.	000489	Muhammad Ammaar Afzal	Punjab	6.11.1991
26.	000493	Muhammad Awais Ghani	Punjab	15.10.1990
27.	000589	Bakhtawar mahfooz	Punjab	13.5.1990
28.	000631	Wahab Shakeel	Punjab	27.1.1996
29.	000646	Arif-ul-Haq	KPK	13.9.1977
30.	000664	Hamza Khwaja	KPK	12.11.1982
31.	000706	Muhammad Sayyad Alam Khan	KPK	1.1.1985
32.	000719	Qazi Kamal Uddin	KPK	1.1.1991
33.	000731	Saqib Abbas	KPK	27.3.1984
34.	000736	Shandana Khan	KPK	7.3.1988
35.	000756	Zahoor-ur-Rehman	KPK	20.9.1990
36.	000770	Wajid Ahmed	Sindh (Urban)	1.1.1991

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** the documents along with Bio-data within stipulated period, their candidature for the captioned post shall stand **rejected** and no alibi or excuse shall be entertained subsequently.

(Shaista Perveen)
Assistant Director (T&S-F)