



PUNJAB FOOD AUTHORITY



SITUATIONS VACANT

Sr. No.	Position	No. of Positions	Place of Posting	Age Limit	Qualifications & Experience
1	Assistant Director (Resources / Licensing) (BS-17)	10	Anywhere in Punjab	25-35	MSc/MS Financial Economics/MBA (Finance)/ACMA/ACCA or equivalent from a recognized University or institute having 2 years' experience in relevant Field after acquiring qualification.
2	Food Safety Officer (BS-17)	25	Anywhere in Punjab	24-35	M.Sc (Hons)/M.Phil, MS in Food Science & Technology / Food Technology/ Agriculture Food Science & Technology/Food Safety& Quality Management/Food Safety and Control/Food Nutrition & Science from a recognized university or institute. OR Masters / B.Sc (Hons)/BS in Food Science & Technology / Food Technology/ Agriculture Food Science & Technology/Food Safety& Quality Management/Food Safety and Control/Food Nutrition & Science from a recognized university or institute with two years' experience in food standards after acquiring qualification.
3	Assistant Food Safety Officer (BS-16)	60	Anywhere in Punjab	22-35	Masters / B.Sc (Hons)/BS in Food Science & Technology / Food Technology/ Agriculture Food Science & Technology/Food Safety& Quality Management/Food Safety and Control/Food Nutrition & Science from a recognized university or institute.
4	Accountant (BS-14)	10	Anywhere in Punjab	24-34	BBA/B.Com from a recognized board with three years relevant experience after acquiring qualification.
5	Computer Operator (BS-14)	10	Anywhere in Punjab	20-30	Bachelor's Degree or equivalent (2 nd division) in Computer Science / Information Technology from a recognized Board. Must have computer proficiency certificate from a recognized institute.
6	Enforcement Inspector (BS-14)	10	Anywhere in Punjab	22-32	Graduate or equivalent qualification (2 nd Division) from a recognized institution with two years relevant experience after acquiring qualification.
7	Data Entry Operator (BS-12)	75	Anywhere in Punjab	18-30	Intermediate in Computer Science or equivalent from a recognized board with two years' experience in the field of computer work. Computer proficiency certificate. A speed of 25 words per minute in typing
8	Senior Clerk (BS-09)	10	Anywhere in Punjab	18-30	Intermediate or equivalent qualification from a recognized board&Computer literate and familiar with Microsoft office
9	Junior Clerk (BS-07)	10	Anywhere in Punjab	18-30	Matric or an equivalent qualification from a recognized board A speed of 25 words per minute in type writing, preferable in Urdu too. Computer literate and familiar with Microsoft office.
10	Driver (BS-05)	50	Anywhere in Punjab	18-45	Matric from a recognized Board and LTV driving license issued from the licensing authority with at least three years' experience Preference will be given to individuals with domicile of district where post is advertised and retired armed forces personnel

General Terms and Conditions:

- a) The above positions are offered on contract basics under the Contract appointment policy 2004 of the Government of the Punjab.
- b) The quotas shall be applicable for the above-mentioned posts @ 15 % for women, 5% for Minority and 3 % for Disabled Persons.
- c) General Age Relaxation in Upper age limit for Male Candidate= 5 years and for Female Candidates=8 years
- d) The maximum/ upper age limit as mentioned in above schedule shall be raised by 10 years for disabled person to be appointed against quota for disabled.
- e) Candidate must have domicile of Punjab.

Procedure for submission of Application Forms:

- a) All Government employees are eligible to apply through proper channel.
- b) In case a candidate wishes to apply for more than one post, he/she must submit separate application form for each post.
- c) Candidates can download Application Form from National Testing Services (NTS) website (www. nts.org.pk), along with the deposit slip of RS. 300/- from BS-05 to BS-09 & RS. 400/- from BS-10 to onward.
- d) Candidates shall submit duly filled Application form, along with test fee RS. 300/- from BS-05 to BS-09 & RS. 400/- from BS-10 to onward in favor of National Testing Services, copy of CNIC and two recent passport size photographs, directly to NTS through courier on the address mentioned on Application Form.
- e) Test Fee shall be paid in any branch of HBL, MEEZAN, MCB, or ABL, on prescribed bank Challan (attached with application form downloaded from NTS websites).
- f) Incomplete applications or applications received after close of office hours on the last date for submission of applications will not be entertained.
- g) Applications complete in all respects should reach NTS office till **20th September, 2017**
- h) Roll No. Slips shall be separately dispatched directly to candidate by NTS at least one week before the test.
- i) For all technical posts two stage process will be conducted including written test by NTS, final Interview by Recruitment Committee.
- j) The date of written test/ for only the eligible/ shortlisted candidates will be communicated through NTS website.
- k) Candidates having at least 60% marks in NTS will be deemed eligible for further consideration in the recruitment process. Five toper candidate in NTS per post will be called for interview.
- l) No separate test/interview call and intimation will be made to the eligible /shortlisted candidates.
- m) No TA/DA will be admissible to the candidates.
- n) Department has the right to accept/ reject or cancel any application, post or recruitment process.
- o) No of Vacancies can be increased or decreased at any time without any notice.
- p) Last Date for submission of application shall be **20thSeptember, 2017**

(Noor Ul Amin Mengal)

DIRECTOR GENERAL, PUNJAB FOOD AUTHORITY
Secretary Provincial Recruitment Committee



For Further Information please contact

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National Testing Service – Pakistan

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