



# Education & Literacy Department, Government of Sindh

## Situation Vacant (BPS 5 to 15)

Applications are invited for recruitment from suitable candidates (male / female) having domicile of Sindh Province for the following Non-Teaching posts in Education & Literacy Department, Government of Sindh.

Sr. No.	Designation	BPS	Qualification	Age Limit	BC & EW	COLLEGES					Technical	Directorate Literacy	Chartered Inspection	Director P & D	Director Private schools	PITE	TOTAL
						KARACHI	HYDERABAD	LARKANA	MIRPURKHAS	SUKKUR							
1.	Stenographer/ Desktop Publication	15	(i) Matriculation or equivalent (ii) Certificate in shorthand & Typing issued by an institute recognized by SBTE (iii) Speed of 120 shorthand and 40 w.p.m. in typing.	18-28	0	0	0	0	0	0	0	0	0	0	0	1	1
2.	Librarian	14	Graduate with certificate in Library Science	18-28	0	0	0	0	0	0	0	0	0	0	0	1	1
3.	Assistant	14	Graduate / Graduate in Commerce	18-28	0	0	0	0	0	0	0	0	0	5	0	0	5
4.	Stenographer	12	i) Matriculation or equivalent (ii) Certificate in Shorthand & Typing issued by SBTE (iii) Speed of 80 wpm in shorthand and 35 w.p.m. in typing.	18-28	9	0	0	0	0	0	15	4	0	1	4	0	33
5.	Computer Operator	12	Graduation in Computer Science.	18-28	1	4	0	0	0	0	1	3	0	6	0	0	15
6.	Data Input Operator	12	Graduate, with one year Diploma in Computers	18-28	0	0	0	0	0	0	2	1	0	0	1	0	4
7.	Assistant Librarian	12	Bachelor's Degree, Certificate in Library Sciences from recognized Institute.	18-28	0	0	0	0	0	0	1	0	0	0	0	0	1
8.	Catalogur	11	Bachelor's Degree, Certificate in Library Science from recognized Institute.	18-28	7	0	2	3	6	2	0	0	0	0	0	0	20
9.	Library Assistant	11	Bachelor's Degree, Certificate in Library Science from recognized Institute.	18-28	0	0	0	0	0	1	0	0	0	0	0	1	2
10.	Computer Operator	11	Bachelor's Degree in CS or Graduate with DIT	18-28	0	0	2	6	4	20	1	0	0	0	0	0	33
11.	Assistant Computer Operator	11	Bachelor's Degree, 2 years Diploma in computer.	18-28	0	0	0	0	0	0	1	0	0	0	0	0	1
12.	Storekeeper Assistant	11	Graduate with 3 years experience.	18-28	1	0	0	0	0	0	0	0	0	0	0	2	3
13.	Assistant/ Head Clerk/ Accountant	11	Graduate in 2nd Division	18-28	0	3	0	0	16	0	34	0	1	0	0	0	54
14.	Draughtsman	11	DAE (Civil	18-28	0	0	0	0	0	0	3	0	0	0	0	0	3
15.	Statistical Assistant	11	Bachelor's Degree with Statistics or Economic subject	18-28	1	0	0	0	0	0	0	0	0	0	0	0	1
16.	Laboratory Assistant	11	Graduate (Science)	18-28	0	0	0	0	0	0	0	0	0	0	0	1	1
17.	Compounder	11	Matric, Certificate in relevant job	18-28	0	0	0	0	0	0	0	0	0	0	0	1	1
18.	Technician	10	Matric with Diploma in relevant Technology	18-28	1	0	0	0	0	0	0	0	0	0	0	1	2
19.	General Electrician	10	Post Matric Diploma of Associate Engineers (Electrical) OR Matric with 02 years Trade Course Certificate from recognized Institute in the relevant trade.	18-28	0	0	0	0	0	0	25	0	0	0	0	0	25
20.	General Mechanic	10	Post Matric Diploma of Associate Engineers (Mechanical) OR Matric with 02 years Trade Course Certificate from recognized Institute in the relevant trade.	18-28	0	0	0	0	0	0	32	0	0	0	0	0	32
21.	Draughtsman	10	Matric with Diploma in Civil	18-28	0	0	0	0	0	0	1	0	0	0	0	0	1
22.	Moazzan	9	Having Certificate from Madarsah or Darse Nizami etc	18-28	0	0	0	0	0	0	0	0	0	0	0	1	1
23.	Library Assistant	9	Intermediate, certificate in Library Science from recognized institute.	18-28	0	0	0	0	0	0	0	0	0	0	0	0	0
24.	Catalogur	9	Intermediate with an elective subject of Library Science.	18-28	0	0	0	0	0	0	9	0	0	0	0	0	9
25.	Draughtsmen	8	DAE in Civil or 18 months in Draughtsman certificate	18-28	1	0	0	0	0	0	3	0	0	0	0	0	4
26.	Storekeeper	8	Matric with 05 years experience	18-28	0	0	0	0	0	0	19	0	0	0	0	0	19
27.	Assistant Librarian	8	Intermediate with an elective subject of Library Science.	18-28	0	0	0	0	0	0	4	0	0	0	0	0	4
28.	A.V. Projectionist	8	Matric	18-28	0	0	0	0	0	0	2	0	0	0	0	0	2
29.	Draughtsman	8	Matric with Diploma in Civil	18-28	0	0	0	0	0	0	2	0	0	0	0	0	2
30.	Library Assistant	7	Intermediate, Certificate in Library Science from recognized institute.	18-28	2	0	0	0	0	0	0	0	0	0	0	0	2
31.	Laboratory Assistant	7	Intermediate (Science)	18-28	10	0	0	0	0	0	6	0	0	0	0	0	16
32.	Jr. Clerk	7	Matric with 30 w.p.m. typing speed	18-28	42	130	51	24	19	28	104	1	1	0	4	2	406
33.	Lab Assistant	7	Inter Science	18-28	0	88	115	25	44	61	6	0	0	0	0	0	339
34.	Shop Assistant	6	Intermediate (Science)	18-28	1	0	0	0	0	0	92	0	0	0	0	0	93
35.	Storekeeper	6	Matric	18-28	1	0	0	0	0	0	0	0	0	0	0	0	1
36.	Scriber	6	Matric	18-28	1	0	0	0	0	0	0	0	0	0	0	0	1
37.	Librarian	6	Intermediate, Certificate in Library Science from recognized Institute.	18-28	1	0	0	0	0	0	0	0	0	0	0	0	1
38.	Data Input Operator	6	Matric 1-year Diploma in Computer	18-28	0	0	0	0	0	0	8	0	0	0	0	0	8
39.	Cashier	6	Intermediate in Commerce (preference will be given to candidates have experience in Accounts work).	18-28	2	0	0	0	0	0	21	0	0	0	0	0	23
40.	Shop Assistant	6	Matric Science with two years experience	18-28	0	0	0	0	0	0	92	0	0	0	0	0	92
41.	Typewriter	6	Matric with two years	18-28	0	0	0	0	0	0	7	0	0	0	0	0	7

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27.	Storekeeper Assistant Librarian	8	Matric with 05 years experience	18-28	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
		8	Intermediate with an elective subject of Library Science.	18-28	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	19
28.	A.V. Projectionist	8	Matric	18-28	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
29.	Draughtsman	8	Matric with Diploma in Civil	18-28	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
30.	Library Assistant	7	Intermediate, Certificate in Library Science from recognized institute.	18-28	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
31.	Laboratory Assistant	7	Intermediate (Science)	18-28	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
32.	Jr. Clerk	7	Matric with 30 w.p.m. typing speed	18-28	42	130	51	24	19	28	104	1	1	0	0	0	0	0	0	16
33.	Lab Assistant	7	Inter Science	18-28	0	88	115	25	44	61	6	0	0	0	0	0	0	0	0	406
34.	Shop Assistant	6	Intermediate (Science)	18-28	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	339
35.	Storekeeper	6	Matric	18-28	1	0	0	0	0	0	92	0	0	0	0	0	0	0	0	93
36.	Scriber	6	Matric	18-28	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
37.	Librarian	6	Intermediate, Certificate in Library Science from recognized Institute.	18-28	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
38.	Data Input Operator	6	Matric 1-year Diploma in Computer	18-28	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
39.	Cashier	6	Intermediate in Commerce (preference will be given to candidates have experience in Accounts work).	18-28	2	0	0	0	0	0	8	0	0	0	0	0	0	0	0	8
40.	Shop Assistant	6	Matric Science with two years experience	18-28	0	0	0	0	0	0	92	0	0	0	0	0	0	0	0	23
41.	Typewriter Mechanic	6	Matric with two years experience	18-28	0	0	0	0	0	0	7	0	0	0	0	0	0	0	0	92
42.	Dispenser	6	Matric with Dispenser Certificate from recognized Institute.	18-28	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	7
43.	Projection Operator	6	Matric with two years experience	18-28	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	2
44.	Assistant Librarian	6	Intermediate with elective subject of Library Science	18-28	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	2
45.	Mechanic	6	Matric	18-28	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	2
46.	Storekeeper	6	Matric	18-28	2	0	0	0	0	0	2	0	0	0	0	0	0	0	0	2
47.	Assistant Librarian	6	Matric	18-28	0	0	0	0	0	0	5	0	0	0	0	0	0	0	0	7
48.	Accounts Clerk	6	Inter Commerce	18-28	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	2
49.	Lab Assistant	6	Intermediate with elective subject of Library Science	18-28	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
50.	Compounder	6	Matric, Certificate in the relevant field	18-28	0	0	0	0	0	0	5	0	0	0	0	0	0	0	0	5
51.	Recorder Keeper	5	Matric	18-28	0	0	0	0	2	2	0	0	0	0	0	0	0	0	0	1
52.	Storekeeper	5	Matric	18-28	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	4
53.	Assistant Librarian	5	Matric, Certificate in Library Science from recognized Institute.	18-28	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
54.	Dispensary Attendant	5	Matric with Dispenser certificate	18-28	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4
55.	Electrician	5	Matric with wireman certificate	18-28	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	2
56.	Dispenser	5	Matric with Dispenser Certificate from recognized Institute.	18-28	0	0	0	0	0	0	27	0	0	0	0	0	0	0	0	2
57.	Mechanic	5	Matric with certificate of machinist Middle pass	18-28	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	27
58.	Electrician	5	Matric with Certificate in wireman	18-28	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	3
59.	Mason	5	Literate with 05 years experience (preference will be given Matric with T.T.C. Certificate).	18-28	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
60.	Assistant Storekeeper	5	Matric with 05 years experience	18-28	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	3
61.	Blacksmith	5	Matric with 03 years experience in the relevant field	18-28	0	0	0	0	0	0	2	0	0	0	0	0	0	0	0	3
62.	Diesel Mechanic	5	Matric with certificate in diesel mechanic	18-28	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	2
<b>TOTAL</b>					<b>88</b>	<b>225</b>	<b>171</b>	<b>58</b>	<b>92</b>	<b>115</b>	<b>551</b>	<b>9</b>	<b>2</b>	<b>12</b>	<b>9</b>	<b>13</b>	<b>1345</b>			

**Terms & Conditions**

- The applications along with attested copies of testimonials certificates, Domicile, PRC, CNIC, experience certificate and two passport size photographs should be addressed to the following concerned officers of Education & Literacy Department Government of Sindh and should reach on or before **31st July, 2008**. Applications will not be entertained at the secretariat level.
  - The Director, Bureau of Curriculum & Extension Wing, Jamshoro.
  - The Regional Director Colleges Karachi, Hyderabad, Larkana, Mirpurkhas & Sukkur
  - The Director Technical Education, Government of Sindh, Block-97, Pakistan Secretariat, Karachi
  - The Director Literacy, Government of Sindh, Old KDA Building, Shakra-e-Kamal Ataturk, Karachi.
  - The Chairman, Chartered Inspection & Evaluation Committee, Government of Sindh, Barrack-9, Sindh Secretariat, Block-4, Karachi.
  - The Director, Planning & Development, Govt. of Sindh, Old KDA Building, Shakra-e-Kamal Ataturk, Karachi.
  - The Director Private Schools, Government of Sindh, KMC Stores, Nishtar Road, Karachi.
  - The Director General, Provincial Institute of Teacher Education (PITE), Government of Sindh, Nawabshah
- No TA/DA will be given for appearing in the test/interview.
- Age relaxation will be allowed as per government policy (i.e. maximum 10 years)
- Candidates already in Government service should apply through proper channel.
- Candidates who have already appeared in walk-in-Interview should apply again.

Section Officer (General-I)  
For Secretary to Government of Sindh

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