



**GOVERNMENT OF PAKISTAN (MINISTRY OF DEFENCE)
FEDERAL GOVERNMENT EDUCATIONAL INSTITUTIONS (CANTONMENTS/ GARRISONS) DIRECTORATE
SIR SYED ROAD RAWALPINDI CANTONMENT**

VACANT POSTS

Last Date to Apply 8 July 2024

Ministry of Defence, Federal Government Educational Institutions (Cantonments/ Garrisons) Directorate, Sir Syed Road, Rawalpindi Cantonment invites online applications from eligible Candidates for recruitment of Teaching/ Non-Teaching Staff against various posts in BPS-1 to BPS-15 in Directorate, Regional Offices and its Institutions.

IMPORTANT INSTRUCTIONS:

- Read the eligibility criteria and fill the online form for the relevant post carefully, FGEI Dte will not be responsible for ineligibility in case of wrong information/ entry by the candidate.
- Applications received after closing date will not be entertained.
- Intimation regarding written test will be sent via **Induction Portal**. The same can be checked through **Candidate's log-in account**. Therefore, candidates are requested to visit their log-in accounts frequently for any update.
- DO NOT give mobile number which is Ported out on other network. Otherwise, FGEI Dte will not be responsible for non-delivery of SMS.
- For further information, visit our website <https://induction-reg.fgei-cg.gov.pk> from time to time.

TEACHING STAFF

Name of Post/ BPS	Academic/ Professional Qualification	Open Merit (7.5%)	Punjab (50%)			Sindh-Rural (11.4%)		Sindh-Urban (7.6%)		KPK (11.5%)		Balochistan (6%)		EX FATA (3%)	AJ&K (2%)		Total	Age Limit (Including 5 years general relaxation)
			Merit	Non-Muslim	Persons with Disability	Merit	Non-Muslim	Merit	Persons with Disability	Merit	Non-Muslim	Merit	Non-Muslim	Merit	Merit	Non-Muslim		
Librarian - Male (BPS-15)	(i) Graduate OR Equivalent OR Higher qualification (ii) One Years' Diploma in Library Sciences OR Equivalent OR Higher Professional (Mandatory)	-	1	-	-	1	-	-	-	-	-	-	-	-	-	-	2	20-35 Year
Librarian - Female (BPS-15)		-	-	-	-	-	1	-	-	-	-	-	-	-	-	-	1	
Elementary School Teacher - Male (BPS-14)	2 nd Class or Grade "C" Bachelor's Degree (04 years) OR Equivalent OR Higher Academic Qualification (Recognized by HEC)	10	75	4	1	15	1	10	1	15	1	8	-	2	2	1	146	18-30 Year
Assistant Librarian - Male (BPS-09)	(i) Matric OR equivalent OR higher qualification (ii) Certificate in Library Sciences OR equivalent OR Higher Professional Qualification (Mandatory)	1	5	-	-	-	-	2	-	2	-	-	-	1	-	-	11	
Assistant Librarian - Female (BPS-09)		2	4	-	-	1	-	2	-	1	-	-	1	1	-	-	12	
Band Master - Male (BPS-06)	(i) Matric OR equivalent OR higher qualification (ii) One Year Training Certificate / Diploma in Band/ Music from a recognized institution OR Equivalent OR Higher Professional Qualification (Mandatory)	1	2	-	-	1	-	-	-	-	-	-	-	-	-	-	4	
Sewing Mistress - Female (BPS-06)	(i) Matric OR equivalent OR higher qualification (ii) One Year Certificate / Diploma in sewing from a recognized institution OR Equivalent Professional Qualification (Mandatory)	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	1	
Total		14	88	4	1	18	1	15	1	18	1	8	1	4	2	1	177	

NON-TEACHING STAFF

Name of Post/ BPS	Academic/ Professional Qualification	Open Merit (7.5%)	Punjab (50%)			Sindh-Rural (11.4%)			Sindh-Urban (7.6%)			Khyber Pakhtunkhwa (11.5%)			Balochistan (6%)			EX FATA (3%)			AJK (2%)		GB (1%)		Total	Age Limit (Including 5 years general relaxation)	
			Merit	Women	Non-Muslims	Merit	Women	Persons with Disability	Merit	Women	Persons with Disability	Merit	Women	Persons with Disability	Merit	Non-Muslims	Women	Persons with Disability	Merit	Women	Non-Muslims	Merit	Women	Merit			Women
Assistant (BPS-15)	(i) Graduation OR Equivalent or Higher Qualification (ii) Selected candidates must complete 6 weeks basic IT Training Course (including MS Office) from NITB during probation period.	0	1	-	-	1	-	-	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	3	18-33 Year
Accountant (BPS-14)	B.Com OR Equivalent OR Higher Qualification	1	4	0	2	1	0	0	0	0	0	1	0	0	0	0	0	0	2	0	0	1	0	0	-	12	18-30 Year
DEO (BPS-14)	(i) Bachelor degree in Physics or Maths OR Stats OR Economics OR equivalent OR higher qualification (ii) 10000 key depression per hour for Data Entry	-	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	1	
Steno Typist (BPS-14)	(i) Intermediate or equivalent or higher qualification (ii) Typing speed 40 WPM 80 words shorthand speed (English)	-	2	-	-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	3	
UDC (BPS-13)	(i) Intermediate OR Equivalent OR Higher Qualification (ii) Selected candidates must complete 3 weeks basic IT Training Course (including MS Office) from NITB during probation period.	-	4	-	-	1	-	1	-	1	-	1	-	1	-	-	-	-	-	-	-	-	-	1	-	10	

Name of Post/ BPS	Academic/ Professional Qualification	Open Merit (7.5%)	Punjab (50%)			Sindh-Rural (11.4%)			Sindh-Urban (7.6%)			Khyber Pakhtunkhwa (11.5%)			Balochistan (6%)			EX FATA (3%)			AJK (2%)		GB (1%)		Total	Age Limit (including 5 years general relaxation)	
			Merit	Women	Non-Muslims	Merit	Women	Persons with Disability	Merit	Women	Persons with Disability	Merit	Women	Persons with Disability	Merit	Non-Muslims	Women	Persons with Disability	Merit	Women	Non-Muslims	Merit	Women	Merit			Women
LDC (BPS-11)	(i) Matric OR Equivalent OR Higher Qualification (ii) Typing speed: 30 Words per minute (iii) Selected candidates must complete 3 weeks basic IT Training Course (including MS Office) from NITB during probation period.	-	4	3	-	-	-	-	1	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	9	18-30 Year
Store Keeper (BPS-10)	(i) Graduation or equivalent or higher qualification (ii) One year experience in a relevant field	-	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	31	
Lab Assistant (BPS-07)	Matric with Science OR Equivalent OR Higher Qualification	2	13	1	1	3	1	-	2	-	-	3	1	-	1	-	-	-	1	-	-	1	-	-	1		
Total		3	28	4	3	7	1	1	3	1	0	9	1	1	1	0	0	0	3	0	0	2	0	1	1	70	

CLASS-IV (SCALE 1 TO 5) ON LOCAL BASIS

District	Driver-Male (BPS-04) Eligibility Criteria • Primary Pass • Valid Driving License holder and well versed in the traffic rules • Age 18 – 35 Years (Including 5 years general relaxation)	GOP-Male (BPS-04) Eligibility Criteria • Primary Pass • Knowledge of operating of duplicating machine essential Age 18 – 30 Years (Including 5 years general relaxation)	Carpenter – Male (BPS-04) Eligibility Criteria • Primary pass • Age 18 – 30 Years (Including 5 years general relaxation)	Lab Attendant - Male/ Female (BPS-02) Eligibility Criteria • Middle Pass • Age 18 – 30 Years (Including 5 years general relaxation)	Bus conductor – Male (BPS-01) Eligibility Criteria • Primary Pass • Age 18 – 30 Years (Including 5 years general relaxation)	Naib Qasid - Male/ Female (BPS-01) Eligibility Criteria • Primary Pass • Age 18 – 30 Years (Including 5 years general relaxation)	Chowkidar - Male (BPS-01) Eligibility Criteria • Primary Pass • Age 18 – 30 Years (Including 5 years general relaxation)	Mali - Male (BPS-01) Eligibility Criteria • Primary Pass • Age 18 – 30 Years (Including 5 years general relaxation)	Sanitary Worker - Male/ Female (BPS-01) Eligibility Criteria • Primary Pass • Age 18 – 30 Years (Including 5 years general relaxation)	Total
Mardan						1				1
Kohat							1			1
Hangu						1				1
Peshawar				1		3			2	6
Nowshera	1					1				2
Attock				3		4	1		1	9
Islamabad				1						1
Rawalpindi	3	1	1	1	2	10	7		5	30
Haripur						1			1	2
Abbottabad						3	3	1	1	8
Jhelum							2		2	4
Kotli						1				1
Muzaffarabad							1			1
Mianwali									1	1
Khushab						1			1	2
Mandi Bahauddin									1	1
Kharian				1		2		1	1	5
Gujranwala							2			2
Sialkot					1	2	2			5
Lahore				1		3	1	1		6
Jhang						1	3			4
Multan	1					3				4
Hyderabad						3			1	4
Karachi		1		2		3	2	1	1	10
Quetta						1	2		1	4
Total	5	2	1	10	3	44	27	4	19	115

MINISTRY OF DEFENCE, SIR SYED SCHOOL & COLLEGE OF SPECIAL EDUCATION,

MUHAMMAD HUSSAIN ROAD, RAWALPINDI CANTT

<u>TEACHING STAFF</u>						
Ser	Name of Post/ BPS	Academic/ Professional Qualification	Regional/ Provincial Quota	Age Limit	Remarks	
1.	Computer Instructor (BPS-14)	BCS OR BS in Computer Science OR Equivalent OR Higher Qualification	Punjab (Merit) - 1	18-30 Year (Including 5 years general relaxation)	<ul style="list-style-type: none"> The selected candidates will be posted at Rawalpindi. The seniority of selected candidates will be determined as per seniority rules in accordance with recruitment rules of Sir Syed School & College of Special Education Rawalpindi. 	
2.	Vocation Teacher (BPS-11)	<ul style="list-style-type: none"> Matric Second Division Three Years' in Dress Designing & Dress Making Diploma from any recognized institution 	Punjab (Merit) - 1			
<u>NON-TEACHING STAFF</u>						
1.	Admin Supervisor (BPS-11)	Associate Degree	Punjab (Merit) - 1	18-30 Year (Including 5 years general relaxation)		
2.	Vehicle Mechanic (BPS-7)	<ul style="list-style-type: none"> Matric 1 Year mechanical/ technician diploma from recognized institution 	Punjab (Merit) - 1			
3.	Driver (BPS-4)	<ul style="list-style-type: none"> Primary Pass Valid Driving License holder and well versed in the Traffic Rules 	Rawalpindi District: 04	18-35 Year (Including 5 years general relaxation)	Selection will be made on local basis	
4.	Chowkidar (BPS-2)	Primary Pass	Rawalpindi District: 02	18-30 Year (Including 5 years general relaxation)		

TERMS & CONDITIONS

1. According to Govt policy, further age relaxation is admissible as under:-

a.	(1) Candidates belonging to Scheduled Castes, Buddhist Community, recognized Tribes of the Tribal Areas, Azad Kashmir and Gilgit Baltistan (2) Candidates belonging to Sindh (Rural) and Balochistan (For posts in scale BPS 15 & below only)	3 Years
b.	Released or Retired Officers/ Personnel of the Armed Forces of Pakistan	15 years or the number of years actually served in the Armed Forces of Pakistan) whichever is less).
c.	Govt servants who have completed 2 years continuous Govt service on the closing date of receipt of applications and are still in service	10 years
d.	Disabled persons (Subject to provision of disability certificate by District Assessment Board/ Social Welfare Department at the time of Interview).	10 years
e.	Widow/ Widower or Son/ Daughter of a deceased civil servant who died during service (On or after 01-07-2005) (Subject to provision of Departmental office order/ Notification of death at the time of Interview).	5 Years

2. Transgender may also apply for any post according to eligibility criteria.
3. 1 x post in CLASS-IV Category (Scale 1 to 5) is specified for **Persons with Disability**.
4. Selected candidate may be appointed anywhere in Pakistan.
5. Married female candidate may apply on the basis of her own or her husband's domicile (**Must produce domicile certificate of husband and Nikanama** at the time of interview).
6. Age, academic and professional qualification of the candidates shall be determined on the closing date of applications.
7. According to Government policy, shortlisted Candidates will be called for interview on the basis of written test.
8. Shortlisted candidates must produce original documents (**Date of declaration of result must be mentioned on mark sheet/ transcript**) at the time of interview. In case, any of the documents is found fake or bogus at any stage, candidature of the particular candidate will stand cancelled. Even in case of his/ her selection, such fake documents whenever found, will lead to appropriate disciplinary action/ criminal proceedings against such person.
9. Before interview, typing test will be conducted for LDC, DEO and shorthand test for Stenotypist.
10. No extra marks will be given on higher academic/ professional qualification and experience.
11. Professional Qualification i.e. One Year Diploma in Library Sciences or equivalent (**for Librarian**), Certificate in Library Sciences or equivalent (**for Library Assistant/ Assistant Librarian**), one year training Certificate/ Diploma in Band/ Music (**for Bandmaster**) and one year training Certificate/ Diploma in **sewing (for Sewing Mistress)** is **Mandatory**.
12. **Govt servants must produce fresh NOC from their department at the time of interview.**
13. FGEI (C/G) Directorate reserved the right to re-conduct test of any category or re-evaluate any candidate at any stage (if required) before issuance of offer letter.
14. **Selection on Class-IV posts (BPS-1 to 5) will be made on local basis. Candidates other than the advertised districts are not eligible to apply.**
15. **Medical Fitness to perform duty for All Posts especially for Driver, Mali & Chowkidar is mandatory.**
16. Dismissed employees of any organization or having criminal record are not eligible for employment in FGEI.
17. Candidates whose final results have been announced after closing date of advertisement are not eligible to apply.
18. FGEI C/G reserves the right to increase or decrease the number of vacancies after advertisement on need basis.
19. No TA/ DA is admissible for the Written/ Skill Test and Interview.

HOW TO APPLY

1. Visit our website <https://induction-reg.fgei-cg.gov.pk>. Fill up the online application form carefully, correctly and properly.
2. Upload the required pictures and documents.
3. For further information, please Contact on 051-9292847 **within office timing (9 AM to 4 PM, Monday to Friday)**.

WARNING

Employment in FGEI (C/G) Directorate is made through a transparent manner according to Federal Govt Policy. Nobody, can help you in selection. Therefore, you are advised to believe in yourself and Allah Almighty and to refrain from such persons who demand you any kind of gratification OR money for employment in FGEI (C/G) Directorate. In such case, please contact us on 051-9292847.

**General Staff Officer Grade-II (Induction)
Federal Government Educational Institutions (Cantonments/ Garrisons) Directorate
189-A, Sir Syed Road Rawalpindi Cantonment**