



CHILD PROTECTION & WELFARE BUREAU
GOVERNMENT OF THE PUNJAB,
VACANCY ANNOUNCEMENT

Child Protection & Welfare Bureau, Punjab, is an autonomous body under the administrative control of the Home Department, Government of the Punjab, requires the services of suitable Pakistani Nationals of Punjab Province for the following posts on contract basis.

S #	Name of Posts	Location of post / District	No. of posts to be filled	Qualification	Experience	Age
1.	Security Incharge (BS-14)	Lahore	01	Higher Secondary School Certificate (second division) from a recognized Board.	Five years' experience in Government Security Services.	22-50
2.	Reader (BS-14)	Lahore	01	B.A (second division) from a University recognized by HEC.	Two years' experience of court work or three years' service in BS-11.	22-30
3.	Cashier (BS-11)	Lahore	01	B.A or B.Sc. (second division) from a University recognized by HEC.	Three years' relevant experience	18-30
4.	Helpline Assistant (BS-07)	i. Lahore =01 ii. Gujranwala =01 iii. Faisalabad =01 iv. Rawalpindi =02	05	Higher Secondary School Certificate (second division) from a recognized Board.	Experience of one year of working in a telephone exchange.	21-30
5.	Assistant ORC (BS-07)	i. Lahore =02 ii. Rawalpindi =01	03	i) Higher Secondary School Certificate from a recognized Board with Sociology, Social Work or Physiology as major subjects; or ii) F.Sc. in Pre-Medical (second division) from a recognized Board.		18-30
6.	Store Keeper (BS-07)	i. Faisalabad = 01 ii. Rawalpindi =01 iii. Sialkot =01 iv. Bahawalpur =01	05	Higher Secondary School Certificate or C.Com (second division) from a recognized Board with typing a speed of over 25 words per minute. Preference shall be given to those who have knowledge of computer.		18-30
7.	Dispenser (BS-06)	i. Gujranwala =01 ii. Sialkot =01	02	Secondary School Certificate with Science (second division) from a recognized Board and Diploma in Dispenser class from Punjab Medical Faculty.	one year's experience	18-30
8.	Child Attendant (BS-05)	i. Lahore CPI(Boys) =03 ii. Gujranwala(Boys)=01 iii. Gujranwala (Girls)=01 iv. Faisalabad =01 v. Rawalpindi =02 vi. Sialkot =02 vii. Bahawalpur =02 viii. RY Khan =02	14	Secondary School Certificate with Science (second division) from a recognized Board.		20-30
9.	Attendant (ORC) (BS-05)	i. Faisalabad = 01 ii. Multan =01 iii. Rawalpindi =02 iv. Sialkot =01	05	Secondary School Certificate with Science (second division) from a recognized Board.		18-30
10.	Assistant Caretaker (BS-05)	Lahore =01	01	Secondary School Certificate (second division) from a recognized Board.		18-30
11.	Driver (BS-4)	i. Lahore = 1	01	i) Middle pass; and ii) having LTV or HTV license and is able to maintain logbook.	Five years' experience.	18-30
12.	Security Guard (BS-1)	i. Lahore = 1 ii. Bahawalpur = 1 iii. RY Khan = 1	03	Middle pass	Two years' relevant experience as army personnel or in Government Security Services and is physical fit.	18-45
13.	Assistant Cook (BS-1)	i. Bahawalpur = 1	01	Literate	Three years' experience in the relevant field.	18-30
14.	Naib Qasid (BS-1)	i. RY Khan = 1	01	Middle pass	By initial recruitment	18-30
15.	Laundry-man (BS-1)	i. Bahawalpur = 1	01	Literate	Three years' relevant experience	22-30
16.	Sweeper (BS-1)	i. Gujranwala = 1 ii. Sialkot = 1	02	Literate	Three years' relevant experience	22-35

Terms and Conditions:

- The Application form online deposit slips are available free of cost on the website of NTS www.nts.org.pk.
- The candidate will deposit fee as prescribed by the NTS online deposit slip through any branch of MCB, UBL, ABL or HBL.
- Candidates must submit their applications through registered Dak / Courier Service directly to NTS Headquarters Plot # 96, Street # 4, Sector H-8/1, Islamabad till 04.01.2021 during office hours. No application shall be entertained after closing date i.e. 04.01.2021.
- The applications directly submitted to the Child Protection & Welfare Bureau, Lahore shall not be entertained.
- Applicant / Candidate must mention his / her any of relation with the employee of the CP&WB along with an affidavit mentioning relationship designation of the employee. Concealment of facts would not be tolerated.
- The appointments shall be made strictly on merit under the broad guidelines of the latest Recruitment Policy/Contract Appointment Policy of Government of the Punjab.
- The applications must have domicile of Punjab Province.
- The applications forms must be accompanied with complete C.V, two recent passport size photographs, attested copies of academic, experience, character certificate and C.N.I.C etc.
- The applicant must write his valid residential address, telephone number (mobile/landline).
- Incomplete and applications received after the due date will not be entertained.
- Post applied for should be clearly written on top right corner of the envelope.
- The Bureau reserves the right not to fill any post/withhold the appointment against any advertised post and increase / decrease No. of posts without assigning any reason.
- The candidates already serving in Government Departments / Autonomous Bodies / Semi Autonomous Bodies / Attached Departments should apply **Through Proper Channel / NOC from the concerned Department/ Government Organization.**
- Only short listed candidates will be called for test/interview. The date of test / interview will be communicated through E-mail or by telephone.
- Five years relaxation in upper age limit shall be given as per government instructions.
- No TA / DA shall be given for test / interview.
- The quota reserved for disabled, she-male, minorities, in service / retired employees of the Bureau from BS-01 to BS-14 and women quota will be observed as per existing Government Policy.

DIRECTOR GENERAL
CHILD PROTECTION & WELFARE BUREAU
(Tel. No.042-99250275-76)