

**GOVERNMENT OF SINDH  
FINANCE DEPARTMENT**

**SITUATION VACANT**

Applications are invited from the eligible candidates for appointment to the following posts in Finance Department.

Sr. #	Name of the post with BPS	Domicile	Required Qualification	Age Limit	
				Min	Max
1.	Auditor (BS-14)	Sindh	Graduate at least in 2 <sup>nd</sup> Division from a recognized University	20	30
2.	Sub-Accountant (BS-14)	Sindh	Graduate at least in 2 <sup>nd</sup> Division from a recognized University	18	28
3.	Stenographer (BS-14)		i) Intermediate or equivalent qualification from recognized University or Board. ii) Certificate in Shorthand and Typing issued by an Institute recognized by the Board of Technical Education. iii) Speed of 120 words per minute in Shorthand in English and 35 words per minute in Typing in English. iv) Preferably having knowledge of Computer and experience in use of computer.	18	28
4.	Data Processing Assistant (BS-12)	Sindh	i) Graduate at least in 2 <sup>nd</sup> Division from a recognized University ii) Diploma in Computer Science from an Institute recognized by Board of Technical Education, Sindh	18	28
5.	Junior Clerk (BS-07)	Sindh	Matriculation from recognized Board of Secondary Education with typing speed of at least 30 minute.	18	28

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6.	Record Keeper (BS-07)	Sindh	Matriculation having experience of record keeping.	18	28
7.	Typist (BS-05)	Sindh	Matriculation from recognized Board of Secondary Education with typing speed of at least 30 minute.	18	28
8.	Driver (BS-04)	Sindh	Possessing a valid car LTV/HTV Driving Licence with at least five years experience as driver capable to maintain the log Book	18	35
9.	Dispatch Rider (BS-04)	Sindh	Preferably upto Class-VIII possessing a valid driving licence for Motorcycle / Scooter	18	35
10.	Generator Operator (BS-04)	Sindh	Middle pass having atleast 3 years experience in the trade	21	28
11.	Daftri (BS-02)	Sindh	Middle pass having knowledge of Book binding	18	28
12.	Plumber (BS-02)	Sindh	Middle pass having 3 years experience in the trade	21	28
13.	Lift Operator (BS-02)	Sindh	Middle pass having atleast 3 years experience in the trade	18	28
14.	Book Binder (BS-02)	Sindh	Middle pass having knowledge of Book binding	18	28
15.	Naib Qasid (BS-01)	Sindh	Preferably a literate person	18	28
16.	Sanitary Worker (BS-01)	Sindh	Having experience of sanitation work.	18	28

Candidates willing to apply for the above post, possessing the required educational qualification, experience and fulfilling other conditions may apply to the Section Officer (Admn), Finance Department, Government of Sindh, A.K Lodhi Complex, Building No.6, Karachi.

There will be a general relaxation of 15 years in the upper age limit for all the above posts, 02% quota is reserved for disabled persons and 5% quota is reserved for minorities, as per rules.

The applicants indicating name, father's name, full permanent and present address, place of domicile, date of birth/age, qualification and experience along with attested copies of testimonials, domicile certificate, CNIC, etc should reach by **20<sup>th</sup> May 2015**

The schedule of written test / interview for the above posts will be intimated later on.

**Section Officer (Admn)  
Finance Department**