

PUNJAB PUBLIC SERVICE COMMISSION

JOB DESCRIPTION / JOB ANALYSIS.

(Main Responsibilities and Tasks)

1. To assist the Superintendent Jail in the management of Prisons administration relating to female prisoners.
2. Incharge of the female section including the female prisoners confined therein.
3. Supervision of interviews of female prisoners.
4. Search of female prisoners and building under their charge.
5. Process and supervision of distribution of meals at evening lock-up.
6. The Lady Assistant Superintendent of Jail shall perform all other duties as are prescribed in various chapters of the Prisons Rules.

Occasional Tasks and Responsibilities

1. Any task assigned by Superintendent Jail / High authority

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