



PPSC-39

PUNJAB PUBLIC SERVICE COMMISSION
LDA Plaza, 7-Edgerton Road near Alwan-e-Iqbal, Lahore

ELIGIBILITY CRITERIA FOR SCRUTINY

SUBJECT: RECRUITMENT TO TWO SEVENTY SEVEN (277) POSTS OF STENOGRAPHERS (BS-15) ON REGULAR BASIS IN THE PUNJAB POLICE DEPARTMENT.

QUALIFICATION:

- (i) Bachelor's Degree (second division) from a University recognized by Higher Education Commission;
- (ii) a speed of 70 words per minute of short hand in English and 40 words per minute of typing in English on computer.
- (iii) Three months certificate in MS Office from a recognized institute.

Note: Preference shall be given to those candidates who also know Urdu short hand and Urdu typewriting.

AGE LIMIT:

Male Candidates: 18 to 25+5=30 Years.

Female Candidates: 18 to 25+8=33 Years.

CLOSING DATE

- -202

The following original documents are required for eligibility to the post of **STENOGRAPHERS (BS-15)** on regular basis.

1. Valid CNIC
2. Certificate of Matriculation/O. Level
3. Certificate of Intermediate/A. Level
4. Bachelors' degree (second division)/ Transcript/ DMC showing total marks & Obtained marks/ percentage of marks issued by the Controller of Examination of College/University.
5. Three months certificate in MS Office from a recognized institute.
6. Domicile certificate issued on or before the closing date or in case Domicile Certificate is issued after the closing date documentary evidence for submission of application for domicile, before closing date to the issuing Authority.
7. Departmental Permission Certificate issued by the Appointing Authority in case of Government employees.

Note:

NOC must be checked strictly by Scrutiny Committee as per orders of Worthy Chairman.

The above mention eligibility criteria approved by Member Incharge & Chairman.

Assistant (RH)