



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

GUIDELINES ON ELIGIBILITY / SCRUTINY CRITERIA

Subject:- **(CASE NO.13-RD/2024) RECRUITMENT TO ONE (01) POST OF DATABASE ADMINISTRATOR (BS-17) ON CONTRACT BASIS FOR THE PERIOD OF 03 YEARS IN THE SPECIALIZED HEALTHCARE & MEDICAL EDUCATION DEPARTMENT.**

QUALIFICATION:

- i. M.Sc. or BS (second division) in Computer Science or Information Technology or Software Engineering from a university recognized by Higher Education Commission; and
- ii. four years' post qualification experience as a Database Administrator in public or private sector.

Note:

- i. Only practical Experience after prescribed qualification shall be considered.
- ii. Experience in private entities shall be accepted if such entity is registered with SECP, Registrar of Firms or any other Regularity Authority.

AGE LIMIT:- **Male Candidates:** 25 to 40+ 05 = 45 Years

Female Candidates: 25 to 40 + 08 = 48 Years

The following original documents are required for eligibility/scrutiny criteria to the post of **Database Administrator (BS-17):-**

1. **Valid CNIC (It must not be expired on last day of applying online for the post i.e. (01-03-2024))**
2. Certificate of Matriculation / O Level (Equivalence Certificate from IBCC)
3. Certificate of Intermediate / A Level (Equivalence Certificate from IBCC)
4. M.Sc. or BS (second division) in Computer Science or Information Technology or Software Engineering from a university recognized by Higher Education Commission
 - a. **Candidates who do not possess Second Division in the above said qualification will not be eligible even they had qualified Written Test / Examination.**
 - b. **In case of equivalent qualifications, it will be responsibility of the candidates to obtain equivalence of their degrees to the required qualification well before the conduct of Written Test / Interview from HEC or QEDC of concerned Department.**
 - c. **Bachelor's Degree (04 Years) or Master's Degree including DMCs showing Total and Obtained Marks / Percentage Certificate from Controller of Examination is required in case candidate have degree with only CGPA as PPSC does not accept CGPA.**
5. Experience Certificate containing detailed **Job Duties** including four years' post qualification experience as a Database Administrator in public or private sector..
 - a. **Candidates who do not possess requisite practical experience as mentioned above according the Service Rules will not be eligible even they had qualified written test / examination.**
 - b. **Experience will only be accepted when obtained after the prescribed highest qualification and before the closing date. Experience gained from Private entities will only be accepted when that entity is registered with SECP or any other regulatory authority.**

- 6. Domicile Certificate issued on or before the closing date.**
- 7. Departmental Permission Certificate issued from Appointing Authority in case of Government employees.**
- 8. Equivalence Certificates of qualification from HEC / QEDC of concerned Administrative Department as the case may be**

ATTENTION:-

Candidates are directed to visit FAQs on PPSC Website regarding alternate solution if they have lost any of their documents like Original Domicile and other queries.

WARNING:-

ALL THE CANDIDATES ARE STRICTLY WARNED THAT IN CASE OF CONCEALMENT OF ANY INFORMATION, THEY WILL NOT BE ALLOWED TO APPEAR IN THE INTERVIEW