



CORRIGENDUM

PRIMARY & SECONDARY HEALTHCARE DEPARTMENT
GOVERNMENT OF THE PUNJAB

JOB OPPORTUNITIES AT HEALTH INFORMATION & SERVICE DELIVERY UNIT (HISDU)

Primary & Secondary Healthcare Department, Government of the Punjab, invites applications from qualified and experienced individuals domiciled in the Punjab for posts on contract basis for Health Information & Service Delivery Unit (HISDU) of Primary & Secondary Healthcare Department.

Sr.	Name of the Post	No. of Posts	Qualification	Experience	Monthly Pay Package	Age Limit
1	Front Desk Officer	01	B. A / B.Sc. / B. Com / BS Computer Science or equivalent from an HEC organized university / Institute. In case of B. A / B. Com then must have 06-month computer course.	2 Year experience of public dealing, managing & receiving telephone calls, working in facilitation center or business centers. Must be proficient of using Computer Software and Microsoft Office.	40,000/-	Less than 30 years

- 1- Candidates can download Application Form from National Testing Service (NTS) website (www.nts.org.pk) along with the deposit slip of Rs. 500/-.
- 2- General age relaxation in upper age limit for **Male Candidates = 5 Years**, for **Female candidates = 8 Years** and **disable candidates = 10 Years** is admissible.
- 3- Advertisement can also be downloaded from the website of Primary & Secondary Healthcare Department i.e. pshealth.punjab.gov.pk and from Facebook page of "Health Information & Service Delivery Unit, of Primary & Secondary Healthcare Department".
- 4- Candidates shall submit duly filled Application form, along with deposit slip of prescribed fee in favor of National Testing Service, copy of CNIC and two recent passport size photographs, directly to NTS through courier on the address mentioned on Application form.
- 5- Test fee shall be paid in any branch of HBL, Mezan, MCB or ABL on prescribed bank challan (attached with application form downloaded from NTS website).
- 6- Candidates already working in Govt. / Semi Govt. / Autonomous Bodies may apply after obtaining NOC from their respective department.
- 7- Incomplete applications or applications carrying incorrect information shall be summarily rejected.
- 8- Roll No. Slips shall be separately dispatched directly to candidates by NTS at least one week before the test.
- 9- Last date of application submission is **13-11-2017 till 04:00 PM**
- 10- The date of written test shall be communicated to the eligible/shortlisted candidates only through NTS website.
- 11- "Candidates having at least 50% marks however department may decide upon any threshold over and above passing marks for further consideration in the process" in NTS test shall be deemed eligible for further consideration in the selection process.
- 12- Department has the right to accept / reject or cancel any application or recruitment process.
- 13- No. of vacancies can be increased or decreased at any time without any notice.
- 14- Candidates shall produce original documents, along with a set of attested copies of all the relevant documents, at the date/time of interview to be communicated by Primary & Secondary Healthcare Department.

(IPL-14309)



FOR FURTHER INFORMATION PLEASE CONTACT
UAN: +92-51-344-4441
National Testing Service-Pakistan
NTS Headquarter: 1-E, Street No. 46, Sector 1-8/2,
Islamabad



Primary & Secondary Healthcare Department
Government of Punjab
Ph. 042-99202032
1 Bird Wood Road, Lahore, Pakistan

SAFAR 11, 1439
WEDNESDAY,
NOVEMBER 1, 2017

NTS