



### **CAREER OPPORTUNITIES IN OEC ON CONTRACT**

Overseas Employment Corporation intends to hire the services of Pakistani Nationals against the following vacant posts on contract basis who possesses the following eligibility criteria:

S.No.	Designation / Corporation Grade / Equivalency with BS	No. of Post (s) / Domicile / Nature	Minimum Qualification and Experience / Pay	Age Limit
1.	Director (CG-III / BS-19)	One (1) / Open Merit /	<b><u>Qualification &amp; Experience:</u></b> Minimum 2 <sup>nd</sup> Division MBA or M. Com or M.A or Master degree in IT / Computer Science, with 10 years post qualification experience in field of labour / manpower or 25 years' experience in field of labour / manpower. <b><u>Pay:</u></b> Lum sum Rs. 160,000/- per month.	40 to 62 Years
2.	Deputy Director (CG-IV/ BS-18)	One (1) / Open Merit /	<b><u>Qualification &amp; Experience:</u></b> Minimum 2 <sup>nd</sup> Division MBA or M. Com or M.A or Master degree in IT / Computer Science, with 8 years post qualification experience in field of labour / manpower or 20 years' experience in field of labour / manpower. <b><u>Pay:</u></b> Lum sum Rs. 120,000/- per month.	38 to 60 Years
3.	Assistant Director (CG-V/ BS-17)	One (1) / Open Merit /	<b><u>Qualification &amp; Experience:</u></b> Minimum 2 <sup>nd</sup> Division MBA or M. Com or M.A or Master degree in IT / Computer Science, with 5 years post qualification experience in field of labour / manpower or 15 years' experience in field of labour / manpower. <b><u>Pay:</u></b> Lum sum Rs. 100,000/- per month.	33 to 55 Years
4.	Assistant (CG-VII/ BS-14)	Two (2) / Open Merit /	<b><u>Qualification &amp; Experience:</u></b> Graduate 2 <sup>nd</sup> Division, Typing Speed 30 WPM essential and 3 years' experience in Government / Semi-Govt or Private firm of repute with knowledge of MS-Office and computer etc. <b><u>Pay:</u></b> Lum sum Rs. 50,000/- per month.	21 to 30 Years
5.	Data Entry Operator (CG-VII/ BS-12)	Three (03) / Open Merit /	<b><u>Qualification &amp; Experience:</u></b> Intermediate 2 <sup>nd</sup> Division, Typing Speed 35 WPM with 3 years relevant working experience in Government / Semi-Govt or Private Firm or repute with knowledge of MS-Office and computer etc. <b><u>Pay:</u></b> Lum sum Rs. 40,000/- per month.	18 to 30 Years



### **General Terms and Conditions:**

- i. Age will be counted up to the closing date fixed for receipt of applications.
- ii. Selected candidate would be liable to serve anywhere in Pakistan as per requirement of the Corporation.
- iii. Applicants shall present his / her original documents along with set of attested copies of the Degrees / Certificate by HEC / recognized Board / University / Institutes and other relevant documents at the time of interview. In case any information furnished by the applicant is found fake or bogus, candidature of the particular candidate shall be stand cancelled and legal action shall be taken against the particular candidate at any stage.
- iv. The Candidates are required to mention the post applied for on the right top corner of the envelop.
- v. Incomplete applications and those received after the closing date will not be entertained.
- vi. By hand applications will not be accepted / entertained.
- vii. The competent authority reserves the right to cancel the recruitment process at any stage without assigning any reason.
- viii. No TA / DA will be admissible for written test / interview.
- ix. The candidates who are already in Government service are required to apply through proper channel and required to submit a departmental NOC for said purpose at the time submission of application.
- x. Applicants shall apply directly on **NCBMS College and Testing Services (Pvt) Limited** website: [www.ncbms.edu.pk](http://www.ncbms.edu.pk). After applying for the post, applicants are advised to regularly check the NCBMS College and Testing Services (Pvt) Limited website mentioned above for important announcement (procedure for Roll No. Slip / Screening Test Schedule / Result etc related to recruitment against above mentioned posts.
- xi. Information provided in the applicant form will be verified in case of offer of appointment. In case of any false or forged information, Organization reserves the right to cancel the candidature at any stage (even after employment if so, discovered later) and to initiate legal action against the applicant.

### **How to Apply:**

- Interested candidates may apply online through official website of **NCBMS College and Testing Services (Pvt) Limited** website: [www.ncbms.edu.pk](http://www.ncbms.edu.pk) send duly completed form directly to **P.O Box No.1064, GPO, Islamabad** within (15) days after the publication of advertisement through registered post / courier service.
- Please submit you test fee through prescribed deposit slip on any online branch of designated banks.
- Deposited amount is non-refundable / non-transferable.

**(Kashif Bhatti)**  
Manger Testing Services  
NCBMS College & Testing Services (Pvt) Limited,  
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