

A PUBLIC SECTOR ORGANIZATION

Islamabad, October 14, 2019

SITUATION VACANT

Applications are invited to fill the following post lying vacant in the Public Sector Organization and it's Offices: -

S. #	NAME OF POST	NO. OF POST(S)	AGE LIMIT	ELIGIBILITY CRITERIA	MODE OF APPOINTMENT
1.	Account Assistant	50	Maximum age 35 Years	B.Com/BBA with 60% marks from recognized university. Recognized IT Certification in MS-Office. SAP Certification will be preferred.	Initial one year contract extendable for further period.
TOTAL:		50			

1. Incomplete applications, advance copies and those received after closing date will not be entertained.
2. Applicants shall present his/her original documents along with set of attested copies of the Degrees/Certificate by HEC/recognized Board/Universities/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 stand cancelled and legal action shall be taken against the particular candidate at any stage.
3. The candidates are required to mention the post applied for on the right top corner of the envelope.
4. No TA/DA will be admissible for appearing in test/interview.
5. The Number of vacancies can be increased or decreased.
6. Only the short listed candidates will be called for test/interview.

How to Apply:

- Interested candidates shall apply for the posts online through official website of **NCBMS College & Testing Services (Pvt.) Ltd. Web: www.ncbms.edu.pk (Ph: 051-2272636-8)**, and submit duly completed form to the P.O Box No. 1064, GPO Islamabad, directly within (15) days of publication of this advertisement.
- Please submit your test fee through prescribed deposit slip on any online branch of designated Banks.
- Deposited amount is non-refundable / non-transferable.

Manager Admin