

**GOVERNMENT OF PAKISTAN**

**DIRECTORATE GENERAL OF IMMIGRATION & PASSPORTS, ISLAMABAD  
(Ministry of Interior)**

**ANNOUNCEMENT OF VACANCIES (PART-II)**

Applications are invited for the following posts on regular basis in the Directorate General of Immigration & Passports. The requisite criteria is mentioned against the each posts:-

S#	Name of Posts with BPS	Min / Max Age Limit	Place of Posting	Qualification / Experience	No. of Posts	Provincial / Regional Quota
01.	Assistant (BPS-15)	18 to 28 years	Anywhere in Pakistan	Graduate	03	Punjab (Open Merit) 01 Sindh-R (Open Merit) 02
02.	Stenotypist (BPS-14)	18 to 25 years	Anywhere in Pakistan	i. Intermediate. ii. Minimum speed of 80/40 w.p.m in shorthand / typing respectively. iii. Must be computer literate.	03	Merit 01 Punjab (Open Merit) 01 Baluchistan (Open Merit) 01
03.	Data Entry Operator (BPS-14)	18 to 25 years	Anywhere in Pakistan	i. 2nd Class or Grade "C" Bachelor's with Computer Science/ Statistics / Mathematics / Physics from a University recognized by Higher Education Commission. ii. Minimum speed of 10000 key depressions per hour for Data Entry / Verification.	62	Merit 05 Punjab (Open Merit) 26 Punjab (Women Quota) 03 Punjab(Minorities/ Non-Muslim Quota) 02 Sindh-R (Open Merit) 06 Sindh-R (Women Quota) 01 Sindh-R (Minority) 01 Sindh -U (Open Merit) 04 KPK (Open Merit) 06 KPK (Women Quota) 01 Baluchistan (Open Merit) 03 GB (Open Merit) 01 AJK (Open) 01 Ex-FATA 02
04.	Printing Staff (BPS-12)	18 to 25 years	Headquarters	i. Bachelor with one year diploma in Computer Sciences. ii. Minimum speed of 10000 key depressions per hour for Data Entry / Verification.	03	Punjab (Open Merit) 01 Sindh-R (Open Merit) 01 KPK (Open Merit) 01
05.	LDC (BPS-11)	18 to 25 years	Anywhere in Pakistan	(i) Matric. (ii) Minimum typing speed of 30 w.p.m.	07	Merit 01 Punjab (Open Merit) 03 Punjab (Women Quota) 01 Sindh-R (Open Merit) 01 Baluchistan (Open Merit) 01
06.	Support Staff (BPS-04)	18 to 25 years	Local based	Middle Pass.	54	<b>Local Based</b> Merit 04 Bahawalnagar 01 Garden Town Lahore 03 Garden Town Lahore (Women) 01 Mandibahauddin 01 Multan 02 Gujranwala 02 Gujranwala (Women) 01 Bahawalpur 02 Bhakkar 01 DG Khan 02 Gujrat 02 Sialkot 02 Khanewal 01 Sheikhupura 01 Kasur 01 Nankana sahib 01 Sargodha 01 Toba Tek Singh (Women) 01 Rawind Lahore (Minority) 01 Qambar shahdadkot 01 Umerkot (Minority) 01 Sanghar 01 Dadu 01 Ghotki 01 Matiari 01 Sujawal 01 Saddar Karachi 01 Hyderabad 01 Dte Karachi 01 Awami Markaz Karachi 01 Swabi 01 Charsadda 01 Bannu 01 Swat 01 Haripur 01 Nowshetra (Women) 01 Quetta 01 Zhob 01 Chaman 01 Skardu 01 Muzaffarabad 01 Wana (Waziristan) 01
07.	Driver (BPS-05)	18 to 30 years	Local Basis	i. Primary Pass ii. Valid Driving License holder and well versed in the traffic rules.	01	<b>Local Based</b> Hqrs, Islamabad 01
08.	Driver (BPS-04)	18 to 30 years	Local Basis	i. Primary Pass ii. Valid Driving License holder and well versed in the traffic rules.	02	<b>Local Based</b> Hqrs, Islamabad 01 Jhang 01
09.	Helper/ Runner / Oven Operator / Cleaners (BPS-04)	18 to 25 years	Local based	Middle / Primary Pass	03	<b>Local Based</b> Garden Town Lahore 01 Larkana 01 Peshawar 01
10.	Naib Qasid (BPS-01)	18 to 25 years	Local based	Must be literate and having domicile of the respective District.	01	<b>Local Based</b> Sargodha 01
11.	Chowkidar (BPS-01)	18 to 25 years	Local based	Must be literate and having domicile of the respective District.	02	<b>Local Based</b> Sargodha 01 Bahawalpur 01
12.	Sweeper (BPS-01)	18 to 25 years	Local based	Primary pass	01	<b>Local Based</b> Sialkot 01
<b>TOTAL</b>					<b>142</b>	

**How to apply:**

- Interested candidates may visit NTS website: [www.nts.org.pk](http://www.nts.org.pk) to apply online and read instruction carefully.
- Interested candidates against Sr. No 06 to 12 must also apply online through NTS website: [www.nts.org.pk](http://www.nts.org.pk). They are not required to pay any fee.
- Application forms filled improperly, incomplete and submitted other than online will not be entertained.
- For further information, please visit [www.nts.org.pk](http://www.nts.org.pk) or call at 051-8444411.

- General age relaxation of 05 years will be applicable to all candidates as per Government Rules.
- Further relaxation in upper age limit is also allowed to the categories of candidates as detailed below:-
  - By three years for candidates belonging to Scheduled Castes, Buddhist Community, recognized tribes of the Tribal Areas, Azad Kashmir and Northern Areas.
  - By three years for candidates belonging to Sindh (R) and Balochistan for posts in BPS-15 and below under the Federal Government.
  - By fifteen years or the number of years actually served in the Armed Forces of Pakistan, whichever is less, for Released or personnel of the Armed Forces of Pakistan.
  - By ten years up to the age of 55 years for in-service Government servants who have completed 2 years continuous Government service on the closing date for receipt of applications.
  - By ten years for disabled persons for appointment to posts in BPS-15 and below.
  - By five years for widow, son or daughter of a deceased civil servant who died during service.
- Persons in Government Service shall provide NOC at the time of Interview.
- Directorate General, Immigration & Passports encourage and provides equal opportunities to female applicants.
- Successful candidates against the Posts mentioned at Sr. No. 01 & 05 have to complete mandatory NITB Course during 1 years of probation period.
- Only shortlisted candidates will be called for skill test/ interview.
- No TA/DA shall be admissible for test / interview.
- 02 % Disabled quota as per Govt. Policy will be observed.
- Last date & time for closing of application is 15th April 2024, 23:59 PST.** Application shall not be accepted after closing date.
- In case a person, who does not fulfill any of the provisions contained in the Recruitment Rules of that post, the department may cancel his/her candidature and withdraw nomination of the candidate, at any stage.
- The department reserves the right to cancel the recruitment process in part or whole, increase / decrease the number of posts as per requirement against any post at any stage without assigning any reasons.

**Directorate General Immigration & Passports,  
Maue Area, Sector G-8/1, Islamabad, Tel: 92-51-9107057**