

BALOCHISTAN PROVINCIAL ASSEMBLY SECRETARIAT.

SITUATION VACANT.

Applications are invited from qualified, experienced, and dynamic professionals who meet the required qualifications and experience for the following temporary/contract positions in the Balochistan Provincial Assembly Secretariat, with possibility of future regularization: -

S #	Name of the Post with pay-scale	Required Qualification & Experience	No. of Posts
1.	Accounts Officer (BPS-17)	a. Master's Degree in Commerce / Economics or Chartered Accountant from a recognized University; <i>and</i> b. Having at least three (3) years' experience in the relevant field.	01
2.	Accounts Officer (BPS-17) (MPA's Hostel)	a. Master's Degree in Commerce / Economics or Chartered Accountant from a recognized University; <i>and</i> b. Having at least three (3) years' experience in the relevant field.	01
3.	Reporter (BPS-17)	a. Graduation, with a speed of 140/50 wpm in short hand / typewriting in Urdu / English; <i>and</i> b. Balochi and Pashto Languages knowledge is compulsory with five (5) years' relevant experience.	02
4.	Research Officer (BPS-17)	Post-graduation from a recognized University.	02
5.	Transport Officer (BPS-17)	Post-graduation from a recognized University with five years of relevant experience.	01
6.	Plantation Officer (BPS-17)	Post-graduation (Horticulture) from a recognized University with five (5) years of relevant experience.	01
7.	Speech-Writer (BPS-17)	a. Master's degree in any social science discipline (at least in second division) from a recognized University; b. Having at least with three (3) years post graduate work experience of conducting objective evidence-based research and producing and delivering research briefings/reports on public policy in each of the areas for which applying for a position; <i>and</i> c. Experience in writing speeches in English/Urdu will be preferred.	01
8.	Interpreter (BPS-17)	a. Master's degree in English (at least 2 nd Division) from a recognized University; <i>and</i> b. Having three (3) years' experience in the relevant field rendered in public/private sector.	01
9.	Assistant Engineer (BPS-17)	M.E or B.E (Civil/Electrical) from recognized University with five years of relevant experience.	01

10.	Assistant Law Officer (BPS-17)	a. LLB Degree from a recognized University; <i>and</i> b. Having at least two (2) years' experience in the relevant field.	01
11.	Assistant Protocol Officer (BPS-16)	Graduation from a recognized University with 2 nd division.	02
12.	Assistant Liaison Officer (BPS-16)	Graduation from a recognized University with 2 nd Division.	03
13.	Assistant Computer Programmer (BPS-16)	Bachelor's Degree in Computer Science from a recognized University.	02
14.	Personal Staff Officer (BPS-16)	Bachelor's Degree from a recognized University.	02
15.	Coordination Assistant (BPS-16)	Bachelor's Degree from a recognized University.	05

Terms & Conditions.

- i. Candidates shall hold a valid Local/Domicile certificate of Balochistan.
- ii. Only candidates possessing certificates/degrees from institutions recognized by the Government are eligible to apply.
- iii. Recruitment will be carried out in accordance with the Balochistan Provincial Assembly (Recruitment) Rules, 2009.
- iv. The upper age limit is relaxed in accordance with Government of Balochistan Notification No. _____ dated 5th August 2025 over and above the prescribed age limit for posts.
- v. As per Government of Balochistan policy, a quota of 5% each is reserved for women, minorities (non-Muslim), and persons with disabilities.
- vi. Preference will be given to applicants possessing excellent interpersonal skills, a highly proactive attitude, and self-discipline.
- vii. The competent authority reserves the right to increase or decrease the number of vacancies and to cancel the recruitment process, either partly or wholly, at any stage without assigning any reason thereof.
- viii. Applicants shall attach attested/verified copies of the educational certificates/degrees, experience certificates, computerized CNIC, Local/Domicile certificate, character certificate, and a recent passport-size photograph.
- ix. Complete applications must be submitted at the Reception Room, Main Gate, Provincial Assembly of Balochistan Secretariat (Opposite PIA Main Office) no later than 31st December 2025.
- x. No TA/DA will be admissible for appearing in the tests/interview.
- xi. Government servants shall apply through the proper channel duly attached with NOC from their department; advance copies will not be entertained.
- xii. Incomplete or vaguely filled applications or applications received after the due date or by courier will not be entertained.
- xiii. Candidates applying for more than one position shall submit a separate application for each post.
- xiv. Only qualified candidates will be enlisted for written tests and thereafter only shortlisted candidates will be called for interviews.
- xv. Candidates must use the annexed application-form/proforma which can also be downloaded from the Assembly website <https://www.pabalochistan.gov.pk>.

NOTE. Any candidate found submitting false or forged documents or information, will face legal action.

(CHAIRMAN)

Selection Committee (BPS-16 and above),
Balochistan Provincial Assembly Secretariat.