

TO BE SUBSTITUTED BEARING THE SAME NO DATED 31.12.2018



NO.SO(BOARDS)12-4/2015  
GOVERNMENT OF THE PUNJAB  
HIGHER EDUCATION DEPARTMENT

Dated Lahore the 4<sup>th</sup> January, 2019

To

1. The Secretary Services,  
Government of the Punjab,  
S&GAD
2. The Secretary,  
Government of the Punjab,  
School Education Department
3. The Director Public Instructions (Colleges / Secondary Education),  
Punjab, Lahore
4. The Additional Secretary (Establishment),  
Govt. of the Punjab,  
Higher Education Department

**Subject: INVITATION OF APPLICATIONS AGAINST POSTS OF SECRETARIES /  
CONTROLLER OF EXAMINATIONS, BOARDS OF INTERMEDIATE AND  
SECONDARY EDUCATION IN PUNJAB**

I am directed to refer to the subject and to state that Higher Education Department is inviting applications for the posts of Secretary, Boards of Intermediate and Secondary Education, DG Khan, Gujranwala, Lahore, Sahiwal & Sargodha and Controller of Examinations, Board of Intermediate and Secondary Education, DG Khan as per following eligibility criteria:

- i. Only the officers working in BS-18/19 are eligible for the post of Secretary / Controller of Examinations.
- ii. Officers belonging to college, school and other services (PAS/PMS) are eligible to apply for the post.
- iii. Should be atleast M.A/M.Sc, or equivalent. However, candidates holding PhD degree will be preferred.
- iv. Should have atleast five years service left before retirement.
- v. Should have atleast three years of administrative experience.
- vi. Those candidates who have availed one tenure can apply but those who have avail two tenures cannot apply.


*B. B. B.*



2. I am, therefore, directed to request you to kindly circulate to your subordinate offices to submit applications of interested candidates including Certified copies of educational certificates / degree / diplomas / experience certificate / CNIC / departmental permission, detailed CV clearly highlighting all elements of eligibility criteria, personal attributes and one recent passport size photograph, of suitable officers to this department by **21.01.2019** positively. Advance copies of the applications will also be considered.

3. It is clarified that **Other services** include only Officers of PAS/PMS/Employees of attached departments and autonomous bodies working under the administrative control of Higher Education Department as well as School Education Department.

4. Only the officers working in BS-18/19 on **permanent / regular basis** are eligible for the aforesaid posts.

  
4/1/19  
(BUSHRA YOUNAS)  
SECTION OFFICER (BOARDS)

C.C.

1. Additional Director Public Instructions (Colleges/Secondary Education), Punjab, Lahore to ensure the circulation of this letter to all attached departments and autonomous bodies.
2. All Divisional Directors of Education (Colleges), Punjab.
3. All GEO's (Education), Punjab.
4. All Deputy Directors of Education (Colleges), Punjab.
- ✓ 5. The Manager Information System, Higher Education Department for display on website of Higher Education Department.
6. P.S to Chief Secretary, Punjab, Lahore.
7. P.S to Additional Chief Secretary, Punjab, Lahore.
8. P.S to Minister for Higher Education.
9. P.S to Secretary, Higher Education Department.
10. P.S to Special Secretary, Higher Education Department.
11. P.S to Secretary, School Education Department.
12. P.S to Additional Secretary (Academics), Higher Education Department.