



ZamungKor

MODEL INSTITUTE FOR STATE CHILDREN
NASAPA PAYAN, CHARSA DDA ROAD, PESHAWAR.
Ph#091-9331937-41, 091-9239185 Fax#091-9331939

SITUATION VACANT

Applications are invited from male and female candidates having domicile of Khyber Pakhtunkhwa & newly merged districts for appointment in Model Institute for State Children (ZamungKor), purely on contract basis for a period of six months, extendable on satisfactory performance.

S. No	Nomenclature of Post	Qualifications	Experience	Age Limits
1.	Office Assistant	Master's degree in social science, English or Computer Science,	Three-year experience of working in reputed public or private organization(s) as an office assistant or in the relevant field.	25-32 years
2.	Accounts Assistant	Master's Degree (at least 2 nd Div) in Commerce, Business, Administration, Economics, Finance or Accounts	At least three years with two years of relevant field.	25-32 years
3.	Computer Teacher	Master Degree in Computer Science	Three years working experience in a public or private organization	25-35 years
4.	Computer Operator	Bachelor's Degree at least in second class in computer science or equivalent	Three years of experience of working in reputed public or private organization(s) in the relevant field.	22-32 years
5.	Junior Clerk	Bachelor's Degree in Computer Sciences or Social Sciences (at least 2 nd Div)	One-year experience of working in reputed Public or Private Organization in the relevant field. Can type 40 words/minute with speed and accuracy.	20-32 years
6.	Store Keeper	Bachelor's Degree in Maths, statistics, B.Com, BBA (Minim 2 nd Div)	Three years experience	25-40 years
7.	Imam Masjid	Degree in Islamic Studies or related field from an accredited education institution/Accredited Islamic Degree Awarding Institution. Comprehensive knowledge of Islamic Shariah.	Five years experience as an Imam. Experience working in a mentorship capacity.	25-35years
8.	Plumber	Technical Skills of Plumbing	Two years working experience in a public or private organization	25-35 years
9.	Naib Qasid	Matric	One year experience of working in reputed public or private organization(s) in the relevant field.	20-40 years



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Note: Employees already working in ZamungKor for one year and if applied will be shortlisted automatically.

TERMS AND CONDITIONS

1. Academic degree must be first or second division and preference will be given to first division.
2. CGPA is semester system must be 3.00/4.00 or better.
3. Applications shall only be acceptable on prescribed Application Form, which can be downloaded from www.zamungkor.org.pk.
4. Applications on prescribed form, along with CV, attested photocopies of academic certificates/degrees, DMCs, Domicile Certificate, Copy of computerized National Identity Card and experience certificate should reach this office by 31st December, 2018 before closing time 04:00PM.
5. Submit separate application form for each position applied for. Mention the applied position on the envelop.
6. Candidates who are already in Government service/Semi-Government/Autonomous Bodies/Corporation shall apply through proper channel. Applications received without NOC from the parent department shall not be entertained.
7. **Please note that applications shall not be entertained if:**
 - ✓ The application is not submitted on prescribed format, incomplete, documents are not attested, received after due date, or candidates are overage
8. Only short listed candidates will be called for screening (if required) or interviews.

**Director, Model Institute for State Children (ZamungKor), Nasapa Payan,
Charsadda road, Peshawar.**