

STAFF REQUIRED

The Khyber PakhtunKhwa Bar Council require the following staff on contract basis likely to be extended based on performance.

<u>S.No</u>	<u>Name of Post</u>	<u>Min: Qualification</u>	<u>BPS</u>	<u>Age</u>	<u>No of Seats</u>
1	Account Officer	M.COM, MBA FINANCE	BPS-16	25-35 years	1
	Experience: Having at least 10 years' experience as accountant with good computer skills				
2	Steno Grapher	BA/ B.Sc	BPS-15	20-30 years	1
	Experience: Shorthand, typing, Computer Skills, 2 years' experience of office work				
3	Jr. Computer Operator	F.A, F.Sc & ONE YEAR IT DIPLOMA	BPS-9	18-25 years	1
	Experience: Typing speed 45 WPM. Experience will be preferred				
4	Telephone Operator/ Library Assistant	FA & FSc	BPS-7	18-25 years	1
	Experience: Excellent Speaking Power in English, Urdu and Pushto				
5	Chowkidar/Cook	Middle	BPS-1	20&Above	1
	Experience will be preferred				

Terms & Conditions:-

1. Applications along with CV and attested documents must be reached to the office of the Khyber PakhtunKhwa Bar Council with in (20) twenty days after publishing of this advertisement. Applications received after the due date shall not be entertained.
2. Only short listed candidates will be call for interview. No TA/DA shall be admissible.
3. No compromise shall be made on the basic eligibility criteria.

**Address:- Secretary, Khyber PakhtunKhwa Bar Council, Bar Council Building,
Khyber Road Peshawar. 091-9211172**

**Chairman Executive Committee
KP Bar Council, Peshawar**

Requirements.

- 1. Application**
- 2. CV**
- 3. CNIC Copy**
- 4. Domicile**
- 5. Matric Certificate**
- 6. FA/FSc Certificate**
- 7. BA/ BSc Degree**
- 8. MA/MSc, MBA Degree**
- 9. Experience certificate**