



GOVERNMENT OF SINDH
INDUSTRIES & COMMERCE DEPARTMENT
Karachi dated the 04th July, 2023

JOB OPPORTUNITIES

Applications from eligible candidates having cleared Graduation Test conducted by IBA Sukkur Testing Services and domicile of Sindh are invited for the following vacancies in Industries & Commerce Department having qualification and experience indicated against each post within fifteen (15) days of publication of this advertisement:-

Sr. No.	Name of the Post	BPS	Number of Posts	Educational Qualification	Age
DIRECTORATE OF INDUSTRIES					
1	Stenotypist	BPS-14	04	i) Graduate from recognized University ii) Certified in English Short Hand and Typing from SBTE/STEVTA or from Institute recognized by the Sindh Board of Technical Education and; iii) Speed of 120 and 35 words per minute in English Shorthand and typing respectively. iv) Certificate in MS Office from recognized Institute.	21-28
PRINTING & STATIONERY DEPARTMENT					
1	Artist/Designer	BPS-15	02	i) Matric ii) Diploma in Fine Arts with 2 years' experience of having worked in an organization of repute in offset designing	21-28
2	Offset Printing Supervisor	BPS-15	02	i) Matric ii) Diploma in Offset Printing Technology from reputed institution with 2 years' experience in trade iii) Certificate in Offset Printing Technology from reputed institution with 5 years' experience in trade	21-28
3	Junior Scale Stenographer	BPS-14	01	i) Matriculation or equivalent from a recognized University or Board and ii) A minimum speed of 80 words per minute in shorthand in English and 35 words per minute in typing.	21-28

Applicants should submit their applications to the office of Secretary, Industries & Commerce Department Sindh Secretariat No.2 (Tughlaq House) Karachi for each category of post separately.

- ❖ Interested candidates must submit following copies of documents duly attested with their applications.
- ❖ 1) Name, 2) Father's Name, 3) Academic/ Technical Qualification, 4) Date of Birth and Address, 5) Domicile/PRC, 6) Two latest passport size photos (duly attested), 7) CINC and, 8) Previous experience. All documents must be attested.
- ❖ The general upper age relaxation limit will be permissible as per policy of Government.
- ❖ The post will be filled in on the basis of Urban/Rural quota and as per prescribed rules of Government of Sindh.
- ❖ The share of quota reserved for Women, Differently abled persons and Minority shall be adhered to as per policy/ rules of Government of Sindh.
- ❖ Those who are already in Government Service should apply through proper channel.
- ❖ The applications without or incomplete documents shall not entertained.

-Sd/-

SECTION OFFICER (GENERAL)
Industries & Commerce Department
For Secretary to Government of Sindh