

# PPSC Lecturer Recruitment Guidance Team:

Dear Candidate,

Here at this page we'll discuss about How to apply / fill PPSC Application Form Online Step by Step. As we all know that PPSC is an organization which is working for to recruit civilians in Government Department working under Government of Punjab and it announces many jobs after every week but the basic problem is that most of us don't know about how to apply for PPSC jobs at its official site. So, to resolve this problem we have developed this page you'll have complete instructions in detail about how you can apply or fill PPSC application Form at the official site of PPSC, instructions are given in 7 different steps from which you can easily understand about how to apply for PPSC Jobs. In this article I am going to inform all about the instruction of filling the form online that how one can fill the form by following the simple pattern and what are the needs and requirements of filling the application form online. As we all are well aware that this modern era is running nowadays only and only on internet and within blink of an eye everything comes before use without waiting too long as people earlier have to wait in queues for long time for having any information but nowadays this has become easy as well as instant too. So here I am going to share step by step process of filling the application form online:

## How to Apply PPSC Online Application Form (Step By Step)

### **Step No 1: Select Post To Apply:**

This step includes the kind of post for which one is applying so for that one have to look before his/her qualification and afterwards proceed to apply in his/her desired post. For this number of the information is required here it is:

Firstly

- Post applying for column comes and one have to fill this column
- Write the advertisement number
- Write the case number
- Add the qualification
- Write the total number of posts
- How many posts are available for women
- Mention the posts for disable persons
- Write posts for minorities
- Write the experience
- Pay scale
- Age
- Eligibility criteria
- Place of posting
- Additional requirements
- Research
- Preference
- Fee
- Closing date
- Note

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SELECT POST TO APPLY (STEP 1-7)	
<b>اہم اطلاع:</b> اگر آپ اپنے کمپیوٹر سے دو یا تین مرتبہ پہلے ہی کسی آسامی (Post) کے لئے آن لائن اپلائی کرچکے ہیں تو اس کے بعد ڈیورٹ خواست آن لائن کرنے کے لئے (ترینیٹ ایکسلورر / گوگل کروم) کی Clear History کر لیں۔	
Dear Candidate, Please make sure you have read general instructions/guidelines before proceeding further <ul style="list-style-type: none"> <li>● For general instructions, <a href="#">Click Here</a></li> <li>● For general guidelines, <a href="#">Click Here</a></li> </ul>	
Post Applying For:	<b>Lecturer English (Female)</b>
<small>Selecting a Post you will get required information related to this Post.</small>	
Advertisement Number:	6/2013
Case Number:	190C2013
Qualification:	i) MBBS ii) Registration with PMDC iii) Regular House job for one year.
Total Number of Posts:	400
Posts for Women:	0
Posts for Disabled Person::	12
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Posts for Minorities:	42
Experience:	Regular House job for one year
Pay Scale:	BS-17
Age:	22 to 35 + 08 years general age relaxation in upper age limit as per Govt. of Punjab, S&GAD Notification No. SOR-I (S&GAD) 9-36/81 dated 21-05-2012 = 43 years on 23-05-2013
Eligibility:	Only Female
Place Of Posting:	All Punjab. Primary and Secondary Health Care Facilities
Additional Requirement:	
Research:	
Preferences:	
Fee:	300
Closing Date:	23-05-2013
Note:	I Certify that I have read all requirements / conditions of this post alongwith the General Instructions in this regard.
<a href="#">Fill Up Form</a> 	
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### **Step No 2: Fee paid and CNIC Information:**

In this step all the details of a candidate are required about amount paid and hi/her CNIC number and other personal information and about the bank details in which is amount of draft is paid.

**Here is the detail:**

- Post applying for
- Advertisement number
- Case number
- Bank receipt date
- Bank receipt number
- Bank name
- Receipt amount
- Applicant's CNIC number
- Email address
- Mobile/Telephone number (Add number without spaces and dashes)
- Center for written test/examination or interview (should be selected of one's own choice)

FEE PAID,CNIC AND CONTACT INFORMATION (STEP 2-7)	
<b>Post Applying For:</b>	WOMEN MEDICAL OFFICERS
<b>Advertisement Number:</b>	6/2013
<b>Case Number:</b>	190C2013
<b>Bank Receipt Date:</b>	15.05.2013 <span style="color:red;">*</span> <span style="float:right;">Enter Fee Depositing Date (dd-mm-yyyy)</span>
<b>Bank Receipt Number:</b>	15 <span style="color:red;">*</span> <span style="float:right;">Select the Name of the Bank</span>
<b>Bank Name:</b>	National Bank of Pakistan <span style="color:red;">*</span> <span style="float:right;">Select the Name of the Bank</span>
<b>Receipt Amount:</b>	300 <span style="color:red;">*</span>
<b>Applicant CNIC Number:</b>	352022222222 <span style="color:red;">*</span> <span style="float:right;">Enter valid CNIC Number with out dashes</span>
<b>Email:</b>	ppsc@punjab.gov.pk <span style="color:red;">*</span> <span style="float:right;">Enter valid Email Address</span>
<b>Mobile/ Telephone Number:</b>	04299202764 <span style="color:red;">*</span> <span style="float:right;">Enter Mobile Number with out dashes</span>
<b>Indicate Center for Written Test / Examination / Interview:</b>	Lahore <span style="color:red;">*</span> <span style="float:right;">Select your choice of center</span>
<a href="#">To Fill the Application Form Click Here</a>	

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## **PPSC Lecturer Recruitment Guidance Team:**

### **Step No 3: Personal Information:**

This step consists of candidate's personal information regarding name, father's name, CNIC number, date of birth, native town and so many more.

- Fill the name column first.
- Select the gender.
- Select the religion to which one belongs.
- Write the correct CNIC number.
- Write the date of birth.
- Fill the postal address column accurately and completely.
- Write your mobile or telephone number.
- Write your email address.
- Father's name
- Domicile
- Marital status of self.
- Name of spouse according to marital status it is required.
- If one is disable person so tick right sign if not tick the wrong option.
- If you belong to any government employee then mark that province name and your service month and year also.
- If one have obtained NOC from employee so mark yes if not then write no in the blank.
- If a person is retired so mark yes as it is asked if not then mark not.
- If a person is convicted by law or court as offensive if it's true than mark yes if not true than mark no option.
- If a person is dismissed from any government sector job if yes so mark yes if no so mark no in the form.
- If a person is having any criminal record than person have to produce detail at that time of interview.
- PMDC/PVMC/Engineers/ Advocates registration number is required and this is for doctors, lawyers and engineers only.
- Registration expiry date is also needed for doctors and engineers only.
- Finally one have upload his/her picture which should be less than 25 kb in size.

PPSC Lectur

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PERSONAL INFORMATION (STEP 3-7)		
<b>You are applying for the Post of WOMEN MEDICAL OFFICERS</b>		
<b>Name:</b> <input type="text" value="Noor Jahan"/>	<b>As per Matriculation Certificate</b> <b>Select Your Gender</b> <b>Select your Religion</b>	
<b>Gender:</b> <input type="text" value="Female"/>		
<b>Religion:</b> <input type="text" value="Muslim"/>		
<b>CNIC:</b> <input type="text" value="352022222222"/>	<b>*As per Matriculation Certificate</b> <b>*Only use characters between A-Z,a-z or Numeric.Dont Use Special Characters</b>	
<b>Date of Birth:</b> <input type="text" value="25.01.1970"/>	<b>Land Line Number (Only ONE Number)</b>	
<b>Postal Address:</b> <input type="text" value="250 Model Town Extension Lahore"/>		
<b>Phone Number:</b> <input type="text" value="04299202764"/>		
<b>Moblie Number:</b> <input type="text" value="04299202764"/>		
<b>Email:</b> <input type="text" value="ppsc@punjab.gov.pk"/>		
<b>Father's Name:</b> <input type="text" value="Mirza Ghiyas Baig"/>	<b>*</b>	
<b>Domicile:</b> <input type="text" value="Kasur"/>	<b>*</b>	
<b>Marital Status:</b> <input type="text" value="Single"/>	<b>*</b>	
<b>Name of Spouse:</b> <input type="text"/>	<b>Wife/Husband Name</b>	
<b>Do you claim to be a Disabled Person ?</b> <input type="checkbox"/> If Yes, then Provide the related Documents, See Instructions <input type="checkbox"/> Others If Blind then type of Examination		
<p><b>Are you Punjab Govt. Employee ?</b></p> <p><input type="checkbox"/> If Yes Then Length of Service            2 Years 2 Months 2 Days            and also Provide the related Documents, See Instructions</p> <p><b>Have you Obtained NOC from Employer?</b></p> <p><input type="checkbox"/></p> <p><b>Are you Retired/ Released Armed Force Person?</b></p> <p><input type="checkbox"/> If Yes Then Length of Service            0 Years 0 Months 0 Days</p> <p><b>Convicted by a Court Martial</b></p> <p><input type="checkbox"/></p> <p><b>Have you ever been Dismissed from Government/Autonomous body</b></p> <p><input type="checkbox"/> If Yes, produce original certified document from concerned departments at the time of interview , if called</p> <p><b>Do you claim additional marks as an unemployed child of a Punjab Government Servant who was incapacitated or died while in service?</b></p> <p><input type="checkbox"/></p> <p><b>Have you ever been convicted by any court in Pakistan?</b></p> <p><input type="checkbox"/> if Yes, produce detail at the time of interview, if called</p> <p><b>Are you facing any Criminal trial in any court of Pakistan?</b></p> <p><input type="checkbox"/> if Yes, produce detail at the time of interview , if called</p> <p><b>PMDC/PVMC/ Engineers/Advocate Registration Number:</b>  <input type="text" value="DKINE215425"/></p> <p><b>Registration Expiry Date:</b>  <input type="text" value="05.05.2020"/> dd-mm-yyyy</p> <p><b>Upload Your Picture:</b>  <input type="button" value="Choose File"/> No file chosen  <input type="button" value="Upload Pic"/> Picture Uploaded Successful  <input type="text" value="No file chosen"/> </p>		
<a href="#">Save and Go to Next Section</a>		

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### **Step No 4: Personal Education:**

This step involves whole detail about the eligibility criteria of student from matriculation to master's level about all marks, percentages, institutes and result declaration also.

- So firstly write the all the degrees one by one.
- Secondly write the percentage and marks which are obtained.
- Afterwards name of institutes from which one have to pass his/her examination.

**ADD YOUR EDUCATION (STEP 4- 7)**

You are applying for the Post of VETERINARY OFFICERS (HEALTH) **PPSC Jobs Alert**

	DEGREE	Obtained Marks / CGPA	Total Marks / CGPA	Result Declaration Date	Examination System	Division / Grade	Board or University
Select	Matric	650	850	12-12-1996	A	1st	B.I.S.E Faisalabad
Select	Intermediate	850	1100	12-12-1998	A	1st	B.I.S.E Gujranwala
Select	D.V.M.	1100	1500	12-12-2003	A	1st	University Of Lahore

  

**EDUCATION DETAILS**

Education Level	Obtained Marks / CGPA	Total Marks / CGPA	Result Declaration Date	Examination System	Division / Grade	Board / Univeristy	ACTION
Matric	650	850	12-12-1996	Annual	First Divsic	B.I.S.E Faisalabad	ADDED
Intermediate	850	1100	12-12-1998	Annual	First Divsic	B.I.S.E Gujranwala	ADDED
D.V.M.	1100	1500	12-12-2003	Annual	First Divsic	University Of Lahore	ADDED

Education details for Bachelors has been added successfully

[Go To Next Section](#)

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### Step No 5: Service Record or Experience:

In this step one have to enter his/her service records and experiences. And one must enter the recent most first.

- Write the name of the job for which one is applying.
- Fill the department box next.
- Write the posting/joining and ending date also.
- In last write the pay scale if one is having any.
- If a person is having any kind of experience so also adds that experience too.

SERVICE RECORD		
	Post Name	Department Name
Select	House job	Health Department

**PROVIDE SERVICE RECORD / EXPERIENCE/ HOUSE JOB IF APPLICABLE ? (STEP 5-7)**

Describe one level of Service Record/Experience at a time. Enter Most Recent First

You are applying for the Post of WOMEN MEDICAL OFFICERS

Post Held:	House job	Job / Designation Name
Department / Office	Health Department	Department / Office Name
Post Starting Date:	05.02.1992	Joining Date (dd-mm-yyyy)
Post Ending Date:	05.06.1993	Ending Date (dd-mm-yyyy)
Scale (if Any):		Pay Scale (If any)
	<a href="#">Save and Add another Experience</a>	
	<a href="#">Skip This Section</a>	
	<a href="#">Go to Next Section</a>	

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Before Proceeding further , Please assure that you have added all your Experience if applicable, You can see your added experience on the top, under the Heading SERVICE RECORD

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### **Step No 6: Application Information:**

This step includes verification of one's submission of application and as one click the submit button than that text will be forward to the candidate's email that the application form has submitted successfully and give you a code of application and ask for CNIC number so provide the CNIC number and one will get a web generated application which will be required at the time of interview or written test.

So this printed generated application contains few options like

- Post for which one is applying fill that column.
- Write the advertisement number and case number too.
- And the name of candidate and its CNIC number also.
- Now it's time to click the option submit and certify that all information given is accurate if any wrong information is found so the form will not be accepted.

**APPLICANT INFORMATION (STEP 6-7)**

**Note:** Print your Application for your own record.

**You are applying for the Post of WOMEN MEDICAL OFFICERS**

<b>Post Applying For:</b>	<b>WOMEN MEDICAL OFFICERS</b>
<b>Advertisement Number:</b>	6/2013
<b>Case Number:</b>	190C2013
<b>Candidate Name:</b>	Noor Jahan
<b>CNIC:</b>	35202222222222
<input checked="" type="checkbox"/> By submitting I Certify that all information in the Application Form submitted by me is correct and in case any information is found to be incorrect, it will disqualify my candidature.	
<b>Submit Application</b>	
<b>Print Application</b>	

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### **Step No 7: Printing the web generated application form:**

Now it's the time to print out that web generated application form and then edit all the header and footer from it before editing as we click to the print option so an email will received to us which contains applicant's CNIC number, case number will be send to candidates email after online submission.

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**PUNJAB PUBLIC SERVICE COMMISSION, LAHORE**  
**WEB GENERATED APPLICATION FORM**

Application Number:  
**52201044**

1.Post Applied For:	<b>WOMEN MEDICAL OFFICERS</b>				
2.Advertisement Number:	6/2013	3.Case Number:	190C2013		
4.Bank Receipt Date:	15/05/2013	5.Amount:	300	6.Bank:	NBP
7.Candidate's Name:	<b>NOOR JAHAN</b>				
8.Father's Name:	<b>MIRZA GHYAS BAIG</b>				
9.Postal Address:	<b>250 MODEL TOWN EXTENSION LAHORE</b>				
10.SEX:	<b>FEMALE</b>	11.Religion:	<b>MUSLIM</b>		
12.CNIC:	3520222222222	13.NIC(OLD):			
14.DOB:	25/01/1970	15.Phone No:	4299202764		
16.Mobile Number:	04299202764	17.E-mail:	PPSC@PUNJAB.GOV.PK		
18.Domicile:	<b>KASUR</b>	19.Do you claim to be a Disabled Person:	<b>NO</b>		
19.1.If YES, Then type of disability:	<b>NO</b>	19.2. If Blind, then Examination Mode:	<b>NO</b>		
20. Punjab Government Employee	<b>YES</b>	20.1 IF yes, Then Length of service	2 Y 2 M 2 D	20.2 Obtained NOC From Employer?	<b>YES</b>
21. Retired / Released Armed Forces Person	<b>NO</b>	21.1 IF yes, Then Length of service	<b>0 Y 0 M 0 D</b>	21.2 Convicted by Court Martial?	<b>NO</b>
22. Ever Dismissed from Government / Autonomous body ?	<b>NO</b>	22.1 IF yes, Produce original certified documents from concerned departments at the time of interview , if called			
23. Do you Claim additional marks as an unemployed child of a Punjab Government Servant who was incapacitated or died while in service?	<b>NO</b>				
24. Ever been Convicted by Court in Pakistan	<b>NO</b>	24.1 IF yes, produce detail at the time of interview, if called			
25. Are you facing any Criminal Trial in any Court of Pakistan	<b>NO</b>	25.1 IF yes, produce detail at the time of interview, if called			
26. Written Test / Examination / Interview Centre:	<b>LAHORE</b>				
*****					
<b>27. ACADEMIC QUALIFICATIONS:</b>					
CERTIFICATE/DEGREE	BOARD / UNIVERSITY	SUBJECTS	RESULT DECLARED ON	EXAMINATION SYSTEM	OBTAINED MARKS
MATRICULATION	B.I.S.E LAHORE		5/02/1986	ANNUAL	521
INTERMEDIATE	B.I.S.E LAHORE		1/01/1988	ANNUAL	799
M.B.B.S	ALLAMA IQBAL MEDICAL COLLEGE		1/05/1991	ANNUAL	2564
<b>28. SERVICE RECORD / EXPERIENCE (if required)</b>					
POST HELD	DEPARTMENT / OFFICE	STARTING DATE	ENDING DATE	SCALE	
HOUSE JOB	HEALTH DEPARTMENT	5/02/1992	5/06/1993	0	
<b>DISCLAIMER:</b> I certify that all information in the Application Form submitted by me is correct and in case any information is found to be incorrect, it will disqualify my candidature. I also certify that I have read all requirements / conditions of this post along with the General Instructions in this regard.					
Date: 16-05-2013	Candidate's Signature: -----				



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## **Useful Links For PPSC Lectureship Online Application**

Bank Challan Form Download Given Below Link.

<http://ppsc.gop.pk/Forms/challan%20form.pdf>

Apply online Through This Given below link.

<http://ppsc.gop.pk/UsersReg/PostAppliedInstructions.aspx>

Certificate of Department permission given below. (NOC Form)

<http://www.ppsc.gop.pk/Forms/DP.pdf>

Note: DPC Form for Persons in Government Service:

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