

**LAW AND JUSTICE COMMISSION OF PAKISTAN
(SUPREME COURT BUILDING)
ISLAMABAD**

Applications on the prescribed form are invited for the following vacant posts lying in the Law and Justice Commission of Pakistan:

Name of Post	No of Vacancies	Regional quota	Qualification & Experience
Section Officer (Administration) (BPS-17)	01	Merit	Employees having Master's degree from a recognized University with three years working experience in BS-11 to 17 in the Federal Secretariat/ Ministries/ Divisions/ Attached Departments/Supreme Court/High Courts. Maximum age limit is 30 years.
Computer Operator (BPS-16)	01	Punjab	Having LLB degree with sufficient experience in Computer operation and data processing; or Having Second Class or "C" grade Bachelor's degree in Computer Science. Maximum age for initial appointment shall be 28 years.
Assistant Private Secretary (BPS-16)	03	Merit - 1 (Disable quota) on all Pakistan basis. Punjab - 1 (women only) Balochistan - 1	Graduate having shorthand and typing speed of 100/40 words per minute respectively. Maximum age for initial appointment shall be 28 years.
Stenotypist (BPS-14)	02	Punjab - 1 Sindh(R) - 1	Intermediate having shorthand and typing speed of 80/40 words per minute respectively. Maximum age for initial appointment shall be 25 years.
Naib Qasid (BPS-1)	01	Local Basis	Primary Pass Maximum age for initial appointment shall be 25 years.

- 1) Application on the prescribed form may be sent to the Deputy Secretary (Admin), Law & Justice Commission of Pakistan, Supreme Court Building, Block-1, 2nd Floor, Constitution Avenue, Islamabad must reach within 15 days of publication of this advertisement.
- 2) Application form can be downloaded from the official website of Law and Justice Commission of Pakistan i.e. www.ljcp.gov.pk
- 3) The candidates already in Government service should apply through proper channel.
- 4) Those who do not fulfill the requisite qualifications and experience, need not to apply.
- 5) Only short listed candidate(s) will be called for test/interview.
- 6) The Commission reserves the right to fill the post or cancel all the process.
- 7) Age relaxation will be given as admissible under the rules.
- 8) No TA/DA will be admissible for test/interview.

Deputy Secretary(Admin)
Ph:051-9209412