

No.F.14(130)/2017-FJA  
Government of Pakistan  
Federal Judicial Academy  
Service Road South, H-8/4, Islamabad.

**SITUATION VACANT**

24<sup>th</sup> July, 2017

Applications are invited on all Pakistan basis for filling up the following posts on merit in the Federal Judicial Academy as per detail below: -

S. No	Name of posts	BPS	Domicile	Qualifications/Experience	Age Limit
1.	Assistant Private Secretary	16	Merit	i- 2 <sup>nd</sup> Class Bachelor degree. ii- Minimum speed of 100/50 WPM in Shorthand and Typing, respectively. iii- Computer literate preferable. iv- Those who have worked as stenotypist will be preferred.	18-30

1. Applications alongwith complete bio data, two attested recent passport size photographs, photocopies of degrees and experience certificate should reach the undersigned within 15 days of publication of this advertisement.
2. Government Servants should apply through proper channel.
3. Age relaxation will be allowed as per Federal Government Policy.
4. Incomplete applications or those received after due date will not be considered.
5. Only short listed candidates will be called for test/ interview and no TA/DA shall be paid to the candidates.
6. The advertisement is also available on the website [www.fja.gov.pk](http://www.fja.gov.pk).

(TAHIR IQBAL)  
Administrative Officer  
051-9269687