

THE HIGH COURT OF SINDH, KARACHI

NO: HC/ADMIN/APP-CPC

Karachi, Dated: 30-04-2019

SITUATION VACANT

Applications are invited to fill up the following vacant posts in the newly created / established 29 Consumer Protection Courts in each district of Sindh Province from the candidates, having Domicile & PRC of their respective districts of Sindh who fulfill the following requirements as mentioned against each post:

Sr. No.	Title of Post with Grade	No. of Posts in each District of Sindh	Minimum Qualification & Age Limit
1.	Assistant (BS-16)	01	1. Graduation 2. Proficiency in MS Office (Preference will be given to the candidate having experience of Judicial Work) 3. Age Limit (18 to 28 Years)
2.	Reader (BS-14)	01	1. Graduation 2. Proficiency in MS Office (Preference will be given to the candidate having experience of Judicial Work) 3. Age Limit (18 to 28 Years)
3.	Data Processing Assistant (BS-12)	01	1. Intermediate 2. DIT Certificate from recognized institute 3. Typing Speed (40 WPM) 4. Age Limit (18 to 28 Years)
4.	Junior Clerk (BS-11)	01	1. Intermediate 2. Proficiency in MS Office 3. Typing Speed (30 WPM) 4. Age Limit (18 to 28 Years)
5.	Bailliff (BS-04)	01	1. Matriculation 2. Age Limit (18 to 28 years)
6.	Driver (BS-04)	01	1. Matriculation and having Valid LTV Driving License. In case of suitable candidate, lower qualification will be considered. (Preference will be given to the candidate having capability to read the Road Signposts with at least 5 years driving experience) 2. Age Limit (18 to 28 years)
7.	Naib Qasid (BS-01)	01	1. Middle. In case of suitable candidate, lower qualification will be considered. 2. Age Limit (18 to 28 years)

PROCEDURE TO SUBMIT APPLICATION:-

- From Serial No. 1 to 4, all the candidates are required to download "Job Application Form" and deposit challan/slip of **Rs. 700/- (Rupees Seven Hundred only)** from SIBA Testing Services (STS) website: www.sts.net.pk and Sukkur IBA University Website: www.iba-suk.edu.pk. Fee of **Rs. 700/-** may be deposited in any branch of Allied Bank Limited. After filling job application form, the candidate will dispatch job application form along with testimonials, Domicile/P.R.C. CNIC, two recent passport size photographs and bank deposit slip (original) at following address:
"Project Manager (SHC-CPC), SIBA Testing Services (STS) (managed by Sukkur IBA University), Airport Road Sukkur Off: 071-5644159-60, Mob: 0336-6546675 & 0312-1399243 UAN: 071 (111-785-422)"
- Written and typing tests of the posts mentioned from Serial No. 1 to 4 will be conducted on the same date and time at Karachi, Hyderabad & Sukkur.
- From Serial No. 5 to 7, all the candidates are required to send their application(s) on "Prescribed Application Form" available with this Advertisement along with attested copies of educational document(s), CNIC, Domicile & P.R.C, two passport size photographs & valid Driving License (only for the post of Driver) addressing to the Registrar, Sindh High Court, Court Road, Karachi through post or submit their application by hand in Dispatch Branch of Sindh High Court. Candidates may download the prescribed application form from the official website of this Court i.e www.sindhhighcourt.gov.pk/jobs.php
- All the candidates are required to apply for any post(s) in their respective district according to their domicile/PRC.
- The last date for submission of application form is **20th May, 2019**.
- From Serial No. 5 to 7, separate Application Forms may be filled up and sent for each post, if applying for more than one posts.
- Incomplete job applications will not be entertained and the same will be rejected without assigning any reason.
- Government Servants should apply through proper channel.
- Relaxation in age limit would be given only to suitable candidates.
- Only short listed candidates will be called for test/interview.
- The dates for written test / interview and results of candidates from Serial No. 1 to 4, will be announced by SIBA Testing Services on their aforementioned official website(s). Whereas for the posts from Serial No. 5 to 7, test/interview will be conducted by this Court.
- No TA/DA will be admissible to any candidate for appearing in tests/interview.

REGISTRAR

To,
**The Registrar
High Court of Sindh,
Karachi**

Subject: Application for appointment to the post of _____ in Consumer Protection Court in each district of Sindh Province.

Respected Sir,

With reference to the advertisement dated _____, whereby the applications have been invited for the post of _____ in Consumer Protection Courts in each district of Sindh Province. I hereby submit my application for the same; my particulars are as under:-

Name : _____
Father's Name : _____
CNIC No. : _____
Date of Birth : _____
Qualification : _____
Domicile / P.R.C : _____
Experience (if any) : _____
Contact No. : _____
Address : _____

Applying through proper channel: YES _____ NO _____

Thanking you,

Yours Obediently

Dated: _____

(Signature of Applicant)

Attested photocopies of following documents are enclosed:

1. CNIC
2. Academic Certificate
3. Domicile / P.R.C
4. Two Passport size photographs
5. Driving license (in case of applying for the post of driver)
6. N.O.C of the concerned department (in case of applying through proper channel)