



GOVERNMENT OF PAKISTAN (MINISTRY OF DEFENCE)
FEDERAL GOVERNMENT EDUCATIONAL INSTITUTIONS (CANTONMENTS & GARRISONS) DIRECTORATE
RAWALPINDI CANTONMENT
SITUATION VACANT

Applications are invited from Pakistani Nationals who possess the requisite educational qualification, quota and age to fill the following posts on **permanent basis** in Federal Government Educational Institutions (Cantonments/ Garrisons): -

TEACHING STAFF

Name of Post/ BPS	Minimum Academic/ Professional Qualification	REGIONAL/ PROVINCIAL QUOTA																Age Limit (Including 5 years general relaxation)
		Open Merit (7.5%)	Punjab (50%)			Sindh-Rural (11.4%)		Sindh-Urban (7.6%)		KPK (11.5%)		Balochistan (6%)		EX FATA (3%)	GB (1%)	AJ&K (2%)	Total	
			Merit	Non- Muslim	Persons with Disability	Merit	Non- Muslim	Merit	Non- Muslim	Merit	Non- Muslim	Merit	Non- Muslim	Merit	Merit	Merit		
Librarian - Male (BPS-15)	(i) Graduate OR Equivalent Academic Qualification (ii) One Years' Diploma in Library Sciences OR Equivalent Professional Qualification (Mandatory)	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	20-35 Years
Elementary School Teacher - Male (BPS-14)	2 nd Class or Grade "C" Bachelor's (04 years) Degree OR Equivalent Academic Qualification from university recognized by HEC	10	56	4	1	8	1	9	1	13	1	7	-	5	3	2	121	18-30 Years
Elementary School Teacher - Female (BPS-14)		6	32	2	-	8	1	5	-	7	1	3	1	2	1	2	71	
Library Assistant - Male (BPS-09)	(i) Matric (ii) Certificate in Library Sciences OR Equivalent Professional Qualification (Mandatory)	-	-	-	-	-	-	1	-	-	-	-	-	-	-	-	1	
Assistant Librarian - Male (BPS-09)		-	2	-	-	-	-	-	-	-	-	-	-	-	-	-	2	
Assistant Librarian - Female (BPS-09)		1	4	-	-	1	-	-	-	1	-	-	-	1	-	-	8	
Band Master - Male (BPS-06)	(i) Matric (ii) One Year Training Certificate / Diploma in Band/ Music from a recognized institution (Mandatory)	-	1	1	-	-	-	-	-	-	-	-	-	-	-	-	2	
Sewing Mistress - Female (BPS-06)	(ii) Matric (iii) One Year Certificate / Diploma in sewing from a recognized institution OR Equivalent Professional Qualification (Mandatory)	1	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	
Total		19	96	7	1	17	2	15	1	21	2	10	1	8	3	4	207	

NON-TEACHING STAFF

Name of Post/ BPS	Minimum Academic/ Professional Qualification	REGIONAL/ PROVINCIAL QUOTA																		Age Limit (Including 5 years general relaxation)
		Open Merit (7.5%)	Punjab (50%)				Sindh-Rural (11.4%)			Sindh-Urban (7.6%)		Khyber Pakhtunkhwa (11.5%)			Balochista n (6%)		EX FATA (3%)	AJK (2%)	Total	
			Merit	Women	Non-Muslims	Persons with Disability	Merit	Women	Persons with Disability	Merit	Non-Muslims	Merit	Women	Non-Muslims	Merit	Women	Merit	Merit		
Assistant (BPS-15)	(i) Graduation OR Equivalent Academic Qualification (ii) Selected candidates must complete 6 weeks basic IT Training Course (including MS Office) from NITB during probation period.	-	1	-	-	-	-	-	-	-	-	-	-	-	1	-	-	-	2	18-33 Years
Steno Typist (BPS-14)	(i) Intermediate or equivalent or higher qualification (ii) Typing speed 40 WPM 80 words shorthand speed (English)	-	-	-	-	-	1	-	-	-	-	-	-	-	-	-	-	-	1	18-30 Years
Accountant (BPS-14)	B.Com OR Higher Relevant Qualification	-	2	-	-	-	-	-	-	-	-	-	1	-	-	-	-	-	3	
Upper Division Clerk (BPS-13)	(i) Intermediate OR Equivalent Academic Qualification (ii) Selected candidates must complete 3 weeks basic IT Training Course (including MS Office) from NITB during probation period.	3	15	2	1	-	3	1	1	3	-	4	1	-	2	-	-	1	37	
Lower Division Clerk (BPS-11)	(i) Matric (ii) Typing speed: 30 Words per minute (iii) Selected candidates must complete 3 weeks basic IT Training Course (including MS Office) from NITB during probation period.	2	10	1	-	1	3	-	-	1	-	2	-	1	2	-	-	-	23	
Laboratory Assistant (BPS-07)	Matric with Science	3	14	2	1	-	3	-	-	2	1	4	-	-	2	1	1	-	34	
Total		8	41	5	2	1	10	1	1	6	1	10	2	1	7	1	2	1	100	

CLASS-IV (ON LOCAL BASIS)

Name of Post/ BPS	Academic/ Professional Qualification	Quota/ Seats	Age Limit (Including 5 years general relaxation)	Remarks
Driver - Male (BPS-04)	<ul style="list-style-type: none"> Primary Pass Valid Driving License (Heavy Duty) holder and well versed in the traffic rules 	Nowshera - 1	18-35 Year	<ul style="list-style-type: none"> Candidate must possess domicile of advertised district
Dispatch Rider – Male (BPS-04)		Rawalpindi - 1		

MINISTRY OF DEFENCE, SIR SYED SCHOOL & COLLEGE OF SPECIAL EDUCATION, RAWALPINDI CANTT

Name of Post/ BPS	Academic/ Professional Qualification	Provincial/ Regional Quota	Age Limit (Including 5 years general relaxation)	Remarks
Lower Division Clerk (BPS-11)	<ul style="list-style-type: none"> Matric Typing speed: 30 Words per minute Selected candidates must complete 3 weeks basic IT Training Course (including MS Office) from NITB during probation period. 	Sindh Rural (Merit) - 1	18-30 Year	<ul style="list-style-type: none"> The selected candidates will be posted at Rawalpindi. The seniority of selected candidates will be determined as per seniority rules in accordance with recruitment rules of Sir Syed School & College of Special Education Rawalpindi.
Driver – Male (BPS-4)	<ul style="list-style-type: none"> Primary Pass Valid Driving License (Heavy Duty) holder and well versed in the Traffic Rules 	Rawalpindi District- 2	18-35 Year	<ul style="list-style-type: none"> Selection will be made on local basis Candidate must possess domicile of District Rawalpindi

DETERMINATION OF AGE AND QUALIFICATION. Age and qualification will be determined on closing date of applications.

AGE RELAXATION. The maximum age limit may be relaxed to the extent as mentioned below. However, where a candidate is entitled to age relaxation under more than one categories, **he/ she shall be allowed age relaxation only in one category:-**

- ❖ By **3 years** in case of Candidate belonging to Scheduled Castes, Buddhist Community, recognized Tribes of the Tribal Areas, Azad Kashmir, Gilgit Baltistan, Sindh Rural and Balochistan.
- ❖ By **15 years** in case of Candidate is Released or Retired Officers/ Personnel of the Armed Forces of Pakistan or the number of years actually served in the Armed Forces of Pakistan (**whichever is less**)
- ❖ By **10 years** in case of government servants who have **completed 2 years continuous** Govt service on the closing date of receipt of applications.
- ❖ By **10 Years** in case of Person with Disability.
- ❖ By **5 years** in case of Widow/ Widower or Son/ Daughter of a deceased civil servant who died during service (**On or after 01-07-2005**). **Departmental Office Order/ Notification of death must be provided at the time of Interview.**

PLACE OF POSTING. The selected candidates may be posted anywhere in Pakistan.

REGISTRATION PROCESS

- ❖ Eligible candidates shall apply online on our website <https://induction.fgei.gov.pk> (No Hard Copy will be entertained)
- ❖ **Candidates must upload valid/ required documents, click undertaking and then click the SUBMIT ICON.**
- ❖ **Incomplete** applications and applications **submitted after closing date will not be entertained.**
- ❖ Based on scrutiny of applications, **eligible candidates** will be called for written test. Written test will be conducted at Peshawar, Rawalpindi, Lahore, Multan, Karachi and Quetta. **Intimation about the venue, date and time of written test shall be communicated through log-in account/ website.**
- ❖ **Candidates must download roll number slip from their log-in account and bring it to the test centre.**

LAST DATE TO APPLY: 23 SEPTEMBER 2025

INTERVIEW/ SELECTION PROCESS

- ❖ Shortlisted candidates shall be called for interview on the basis of **test result**. Intimation about the venue, date and time of interview shall be communicated through letters.
- ❖ Shortlisted candidates must produce original documents (including academic certificates) at time of interview.
- ❖ Govt servants must apply through proper channel and produce fresh No Objection Certificate from their department at the time of interview.

MISCELLANEOUS

- ❖ Dismissed/ removed employees of any organization or having criminal record are ineligible.
- ❖ FGEI (C/G) Dte shall rely on information provided by candidates. In case, any of the documents is found fake or bogus at any stage, candidature of the particular candidate will stand cancelled.
- ❖ No request for change of test/ interview centre will be entertained **after closing date of registration**.
- ❖ No TA/DA is admissible for the written test and Interview.
- ❖ For any query contact us on our landline numbers 051-9292847, 051-4252080 (**from Monday to Friday between 09:00 AM to 04:00 PM**) or email on **emisissues@gmail.com**.

General Staff Officer Grade- I (HRM)
Federal Government Educational Institutions (Cantonments/ Garrisons) Directorate
189-A, Sir Syed Road Rawalpindi Cantonment, Contact Number 051-9292847