



DIAMER BASHA DEVELOPMENT COMPANY (DBDC) (JOB OPPORTUNITIES)

DBDC invites applications from suitable/eligible candidates against the following positions on regular basis from **District Diamer**:-

Sr. No.	Nomenclature of Post	BPS	No. of Vacant posts	Minimum Qualification / Experience	Age Limit (Years)	Quota
MAIN DAM						
1.	Jr. Technician (Mechanical)	14	01	DAE (Mechanical) from recognized Board or 2 years Vocational Certificate in Mechanical Technology from Recognized Institute + 03 years relevant experience	18 to 33	District Diamer
2.	Attendant	14	04	DAE (Electrical / Mechanical / Electronics) from recognized institute	18 to 33	District Diamer
3.	Stenographer Grade-II	14	12	2 nd Class Graduation from a recognized university and test will be conducted with the following: • Proficiency in MS Office. • Speed of 40 w.p.m in typing. • Certificate in Microsoft Office and Internet (e-mail) etc plus proficiency in Computer usage.	18 to 33	District Diamer
4.	Sub-Engineer (Civil)	14	10	03 years post Matric Diploma in relevant Technology from any Poly Technical Institute affiliated with the Board of Technical Education.	18 to 33	District Diamer
5.	Junior Store Keeper	11	01	Matric alongwith Diploma of Associate Engineer (DAE)	18 to 33	District Diamer
6.	Jr. Clerk cum Computer Typist	11	06	HSSC / Intermediate / I.Com with atleast 2 nd division • 40 wpm Typing Speed on PC • Certificate (atleast 3-months) MS Office from recognized institute / organization.	18 to 33	District Diamer
7.	Jr. Clerk cum Computer Typist (Accounts Section)	11	02	I.Com / D. Com with 2 nd Division / "C" Grade and knowledge of current PC operating system with typing speed 40 per minute on PC.	18 to 33	District Diamer
8.	Assistant Station Attendant (ASA)	07	02	Matric with Science at least 60% marks	18 to 33	District Diamer
9.	Tracer	07	01	Matriculate (or equivalent) qualification with drawing as one of the subject from a recognized Board. OR Matriculate with a post Matric diploma in tracing from a recognized Board.	18 to 33	District Diamer
10.	Welder Grade-II	07	01	Matric alongwith Certificate from recognized Institute with experience.	18 to 33	District Diamer
11.	Fitter Grade-II	07	01	Matric with experience in trade	18 to 33	District Diamer
12.	Helper	03	02	Matric	18 to 33	District Diamer
13.	Cleaner	02	02	Middle	18 to 33	District Diamer
14.	Trolleyman	02	03	Middle	18 to 33	District Diamer
15.	Valveman	02	02	Middle	18 to 33	District Diamer
16.	Beldar	02	03	Middle	18 to 33	District Diamer
17.	Naib Qasid	01	13	Middle	18 to 33	District Diamer
18.	Dak Runner	01	01	Middle	18 to 33	District Diamer
19.	Mali	01	01	Middle	18 to 33	District Diamer
20.	Sewerman	01	02	Middle	18 to 33	District Diamer
21.	Sanitary Worker	01	01	Literate (who can read newspaper and write a simple letter in any language).	18 to 33	District Diamer
LA&R SECTION						
1.	IT Assistant	15	01	14 Years education in computer science, information technology, software engineering or equivalent in IT / Computer Science field with at-least 70% marks. OR B.Sc with Mathematics / Computer / Physics (14 years education) having 70% marks and holding one year diploma in IT / Computer Science field from a recognized institute.	18 to 33	District Diamer
2.	Stenographer Grade-II	14	01	2 nd Class Graduation from a recognized university and test will be conducted with the following: • Proficiency in MS Office. • Speed of 40 w.p.m in typing. • Certificate in Microsoft Office and Internet (e-mail) etc plus proficiency in Computer usage.	18 to 33	District Diamer
3.	Sub-Engineer (Civil)	14	04	03 years post Matric Diploma in relevant Technology from any Poly Technical Institute affiliated with the Board of Technical Education.	18 to 33	District Diamer
4.	Jr. Clerk cum Computer Typist (Accounts Section)	11	01	I.Com / D. Com with 2 nd Division / "C" Grade and knowledge of current PC operating system with typing speed 40 per minute on PC.	18 to 33	District Diamer
5.	Surveyor	07	02	Matric with one year certificate in Surveying from recognized Institute.	18 to 33	District Diamer
6.	Waiter / Bearer	04	01	Middle + 02 years' experience in relevant field in restaurant / hotel / Govt. institution	18 to 33	District Diamer
7.	Dak Runner	01	02	Middle	18 to 33	District Diamer
8.	Mali	01	01	Middle	18 to 33	District Diamer
9.	Naib Qasid	01	03	Middle	18 to 33	District Diamer
10.	Sanitary Worker	01	01	Literate (who can read newspaper and write a simple letter in any language).	18 to 33	District Diamer

INSTRUCTIONS & GENERAL CONDITIONS:

Applicants are advised to read the following instructions carefully before filling the prescribed application form available on M/s CTS website (www.ctspak.com). The advertisement is also available on WAPDA website (<https://www.wapda.gov.pk>).

- Written test shall be conducted by M/s Central Testing Services (CTS) on local basis and interview will be conducted by DBDC.
- The initial appointment shall be on probation for a period of one year and regularization subject to satisfactory performance. However, the services may be dispensed with without any notice in case of unsatisfactory work and conduct during the probation period.
- Age Relaxation has already been included in the age limit in the prescribed age limit column mentioned against each post. Furthermore, Local DBD Employees of District Diamer working on daily wages / contingent / budget estimate only have been granted special age relaxation which is equal to their service in DBD, e.g. 33 years (eligibility) + 5 years service in DBDP then eligibility age will be 38 years.
- 10 years age relaxation shall be admissible to disabled persons.
- Age will be calculated as on closing date for submission of application.
- Educational Certificates / Degrees must be verified from HEC recognised Universities / Concerned Boards / Institutes.
- Original documents must be presented by the candidates at the time of interview.
- The candidates who have been weeded out of service on disciplinary ground as well as dismissed or debarred for future employment are not eligible to apply.
- DBDC reserves the right to withhold / cancel the recruitment process at any stage without assigning any reason thereof. The number of posts can be increased or decreased during the recruitment process as per requirement of the department for selection of suitable candidates.
- No TA/DA will be admissible to candidates for test and interview.
- Application carrying incomplete / incorrect information or received after last date shall be rejected.
- Any information found bogus at any stage, during induction or later in service, will result in termination thereof.

HOW TO APPLY:

- Candidates may visit M/s CTS website (www.ctspak.com) for submission of applications within 15 days of publication of advertisement.
- Candidates shall pay test fee of Rs. 170/- to M/s CTS in any Branch of Bank Alfalah, UBL, MCB or Bank Islami on prescribed Bank Challan form downloadable from website: (www.ctspak.com) or may deposit fee directly into CTSPAK bank account through banking applications and must attach the payment receipt copy with the application form sent by post.
- Candidate must specify the post against which he / she is applying.
- Candidates are required to send copy of online submitted form alongwith attested copies of all educational documents, domicile certificate, CNIC and relevant documents / experience certificates, two recent passport size photographs as well as original fee Challan through courier service / Pakistan Post etc. to: **Central Testing Services office, 414, F2, Jeff Heights, Main Boulevard, Gulberg-III, Lahore, Pakistan.**
- Candidates will be informed through text message / email by CTS regarding roll no. slips, test centers, test date, timing etc.
- Applications submitted by hand or received after due date shall not be entertained.
- After applying for post(s), applicants are advised to regularly check Testing Agency's website: (www.ctspak.com) for important announcement (procedure for roll number slip / written test schedule / result etc.) related to recruitment against applied posts.
- For any information / query regarding application, test, roll no. slip, test center, result etc., candidates may contact M/s CTS via whatsapp at **0300-0532200** or email at **query@ctspak.com**.

GENERAL MANAGER / PROJECT DIRECTOR DIAMER BASHA DAM COMPANY (DBDC)

Chilas, District – Diamer – GB Email: gmcedbdo@gmail.com Telephone # 05812920287

Website: www.wapda.gov.pk

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