**VACANCY ANNOUNCEMENT**

NTS requires services the following post:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Sr.#** | **Post** | **Numbers of Posts** | **City / District** | **Eligibility Criteria** |
| 1 | Accountant | 1 | Islamabad | * A person holding at least B. Com or equivalent finance degree from a university recognized by the Higher Education Commission however, higher degree will be preferred. * At least 5 years’ relevant post-qualification experience in large scale corporate/commercial finance having expertise in handling Accounting/ Bookkeeping matters, Receivable/payable management and taxation matters. * Proficient in MS Excel and MS Word * Maximum age limit 35 years. |
| 2 | Junior Assistant | 1 | Islamabad | * A person holding at least Higher Secondary School Certificate or equivalent from an Accredited Institution. * Maximum age limit 35 years. |
| 3 | Senior Assistant Motor & Transport | 1 | Islamabad | * A person holding 14 years’ degree from a university recognized by the Higher Education Commission. Must have knowledge of management and maintenance of vehicles along with administrative skills. * Valid LTV/ HTV driving license * At least 7 years’ experience in relevant field. * Maximum age limit 45 years. |
| 4 | Driver | 1 | Lahore | * Secondary School Certificate or Equivalent * Valid LTV/ HTV driving license * At least 6 years’ experience in relevant field. * Maximum age limit 45 years. |

* Please submit your application online at [www.nts.org.pk](http://www.nts.org.pk) within 15 days of this advertisement, only online applications will be entertained.
* The recruitments will be made on contract basis.
* Applications will not be acknowledged, only shortlisted candidates who strictly fulfill criteria will be called for the test and only top 10 candidates for each position shall be called for the interview, the test will be conducted only in Islamabad.
* Incomplete applications and after due date applications will not be entertained.
* Organization reserves the right to reject any application without disclosing any reason to the applicants.
* If during the recruitment / service career, any academic / experience document of candidate is found forged / fake, his candidacy / service shall be terminated.
* In service employees may send their application with NOCs of their existing job.
* No TA/DA will be admissible for the interview / test.
* Selected candidates will be offered freedom to work and grow the company, competitive remuneration and attractive benefits.
* The fees of Rs. 250/- will be charged from applicant at the time of submission of application.

**NATIONAL TESTING SERVICE - PAKISTAN**

[hr@nts.org.pk](mailto:hr@nts.org.pk)

96, Street 4, H-8/1, Islamabad