



**EMPLOYEES' OLD-AGE BENEFITS INSTITUTION**  
**EOBI House 190/1/B, PECHS,**  
**Karachi**

**C O R R I G E N D U M**

With reference to career opportunities in EOBI published on 13.04.2014 it is clarified that;

**Age relaxation as per Federal Government policy shall be applicable:**

**For Details visit NTS/EOBI website. [www.nts.org.pk](http://www.nts.org.pk) & [www.eobi.gov.pk](http://www.eobi.gov.pk)**

The details are also available along with application form uploaded by NTS.

**Age Relaxation**  
**(As per Federal Government Policy)**

- 1) 5 years general age relaxation in all cases shall be applicable.
- 2) Besides above other relaxations are as under.

S. No.	Category of candidates	Age relaxation admissible
1	2	3
(i)	(a) Candidate belonging to Scheduled Castes, Buddhist Community, recognized tribes of the Tribal Areas, Azad Kashmir and Northern Areas for all posts under the Federal Government.	3 years
	(b) Candidates belonging to Sindh (R) and Balochistan for posts in BPS-15 and below under the Federal Government.	3 years
(ii)	Released or Retired Officers/personnel of the Armed Forces of Pakistan.	15 years or the number of years actually served in the Armed Forces of Pakistan, whichever is less.
(iii)	Government servants and contract employees who have completed 2 years continuous Government service on the closing date for receipt of applications.	10 years, upto the age of 55 years.
(iv)	Disabled persons for appointment to posts in BPS-15 and below.	10 years.
(v)	Widow, son or daughter of a deceased civil servant who dies during service.	5 years.

Note: Where a candidate is entitled to age relaxation under more than one categories specified above in para 2, he shall be allowed relaxation in age only in one category.



# EMPLOYEES' OLD-AGE BENEFITS INSTITUTION (EOBI)

## CAREER OPPORTUNITIES



Applications are invited for the following posts in Employees' Old-Age Benefits Institution (EOBI), from the candidates possessing qualifications, experience, age and domicile as mentioned against each post. EOBI has assigned National Testing Service (NTS) the responsibility to conduct tests for recruitment against these positions to ensure transparency and merit.

S.#	Designation / Post and Pay Scale	Age (Yrs)	No. of Posts	Domicile	Qualification and Experience
1	Secretary BtT Rs. 36000-2350-68900 Grade-10 (Equivalent to BS-20)	Min-40	1	Punjab	i) CA/MBA/ACMA/FICS/LLB ii) Established computer literacy and ability to work in MS Office iii) 10 years post qualification experience.
2	Director (Finance, Accounts & Audit Cadre) Rs. 31000-1600-63000 Grade-9 (Equivalent to BS-19)	Max-40	1	Sindh (R)	i) C.A./ACMA/MBA (Finance). ii) Established computer literacy and ability to work in MS Office. iii) 10 years relevant post-qualification experience in a responsible position under any commercial/industrial establishment or Government Organization. Relaxable in case of C.A. and CMA by 5 years and 3 years respectively.
3	Director (Law Cadre) Rs. 31000-1600-63000 Grade-9 (Equivalent to BS-19)	Max-40	1	Punjab	i) LL.B. or equivalent ii) Established computer literacy and ability to work in MS Office. iii) 10 years relevant post qualification experience in a responsible position under any commercial/industrial establishment or Government Organization. Relaxable in case of higher qualification in Law.
4	Director (Investment Cadre) Rs. 31000-1600-63000 Grade-9 (Equivalent to BS-19) Plus Qualification and Investment Allowance to bring the salary at par with market as determined by the Board.	Max-40	1	Punjab	MBA (Finance) or Equivalent and CFA Minimum 7 years relevant experience in a reputable investment management organization or an AMC or a bank or financial institution or a brokerage house or a REITs
5	Dy. Director (Finance, Accounts & Audit Cadre) Rs. 20000-1500-50000 Grade-8 (Equivalent to BS-18)	Max-35	1	KPK	i) B.Com with C.A-Inter (Module-D)/CMA-Inter (stage-4)/Post Graduate Certificates in Cost & Management Accounting). ii) M.Com. MBA (Finance). iii) Established Computer Literacy and ability to work in MS Office (Certificate from a recognized Institution will be required). 7 years' relevant post-qualification experience in a responsible position under any commercial/industrial establishment or Government Organization. Relaxable in case of C.A-Inter (Module-D)/CMA-Inter (Stage-4)/Post Graduate Certificates in Cost & Management Accounting
6	Dy. Director (Law Cadre) Rs. 20000-1500-50000 Grade-8 (Equivalent to BS-18)	Max-35	2	Punjab & KPK	i) LL.B. or equivalent ii) Established computer literacy and ability to work in MS Office. iii) 7 years' relevant post qualification experience in a responsible position under any commercial / industrial establishment or Government Organization. Relaxable in case of higher qualification in Law.
7	Dy. Director (IT Cadre) Rs. 20000-1500-50000 Grade-8 (Equivalent to BS-18)	Max-35	1	Punjab	i) Minimum Masters Degree in Computer Science, Computer System IT, (Minimum 18 years of education). ii) 7 years relevant (software development, data center management & system administration (Linux)). post qualification experience. iii) 2 relevant & valid certifications will be required.
8	Dy. Director Investment Cadre (Equity Research) Rs. 20000-1500-50000 Grade-8 (Equivalent to BS-18) Plus Qualification and Investment Allowance to bring the salary at par with market as determined by the Board.	Max-35	1	Punjab & Sindh (R)	MBA (Finance) or Equivalent and CFA Minimum 3 years relevant experience in an investment management organization or an AMC or a bank/financial institution/brokerage house.
9	Dy. Director, Investment Cadre (Fixed Income) Rs. 20000-1500-50000 Grade-8 (Equivalent to BS-18) Plus Qualification and Investment Allowance to bring the salary at par with market as determined by the Board.	Max-35	1	Punjab & Sindh (R)	MBA (Finance) or Equivalent and CFA Minimum 3 years relevant experience in a reputable investment management organization or a bank/ Financial Institution.
10	Assistant Director (Operations Cadre) Rs. 18000-1200-40000 Grade-7 (Equivalent to BS-17)	Max-30	113	Merit, Punjab, Sindh (R) Sindh (U) KPK, Balochistan, FATA/GB & A.I.K	Minimum Masters Degree in Business Administration / Public Administration/ Economics / Mathematics / Statistics Commerce/ CA (Foundation Completed)/CMA (Stage-3 completed).
11	Assistant Director (Office Cadre) Rs. 18000-1200-40000 Grade-7 (Equivalent to BS-17)	Max-30	1	Punjab	

S.#	Designation / Post and Pay Scale	Age (Yrs)	No. of Posts	Domicile	Qualification and Experience
12	Assistant Director (Finance, Accounts & Audit Cadre) Rs. 16000-1200-40000 Grade-7 (Equivalent to BS-17)	Max-30	40	Merit, Punjab, Sindh (R) Sindh (U), KPK, Balochistan, FATA/GB & A.I.K	M.Com/ MBA (Finance)/CA-Inter (Module D)/CMA-Inter (Stage-4)/Post Graduate Certificates in Cost & Management Accounting.
13	Assistant Director (Law Cadre) Rs. 16000-1200-40000 Grade-7 (Equivalent to BS-17)	Max-30	7	Merit, Punjab, Sindh (R) Sindh (U), KPK	LLB or Equivalent.
14	Assistant Director (IT Cadre) Rs. 16000-1200-40000 Grade-7 (Equivalent to BS-17)	Max-30	8	Merit, Punjab, Sindh (R) & KPK	Minimum 16 years Bachelors Degree in Computer Science, Computer Systems or IT with minimum 3.0 CGPA.
15	Executive Officer (Operations Cadre) Rs. 10000-800-34000 Grade-6 (Equivalent to BS-16)	Max-28	30	Merit, Punjab, KPK & FATA/GB	i) 2 <sup>nd</sup> Class/ C Grade Master's Degree in Business/ Public Administration, Commerce, Economics, Mathematics, Statistics from a recognized university, CA(Inter), ACMA (Part-II), LLB, B.E. ii) Established Computer Literacy and ability to work in MS Office is must. (Certificate from a recognized Institution will be required).
16	Private Secretary Rs. 8500-700-29500 Grade-5 (Equivalent to BS-15)	Max-35	3	Punjab, Sindh (U) & Sindh (R)	i) Graduation or equivalent. ii) Shorthand and Typing speed of 100/50 words per minute respectively. iii) Computer literacy and working skill to operate word processing is must. (Certificate from a recognized Institution will be required).
17	Personal Assistant Rs. 7000-500-22000 Grade-4 (Equivalent to BS-12)	Max-30	18	Punjab, Sindh (U) Sindh (R) & KPK	i) Graduation or equivalent. ii) Shorthand and Typing speed of 80/40 words per minute respectively. iii) Computer literacy and working skill to operate word processing is must.
18	KATS Operator Rs. 7000-500-22000 Grade-4 (Equivalent to BS-12)	Max-30	1	Sindh (U)	i) Graduation or equivalent. ii) Typing speed of 30 words per minute. iii) Computer literacy and working skill to operate word processing is must. iv) Preferably 2 years experience of Brokerage House as KATS Operator.
19	Assistant Rs. 6400-420-19000 Grade-3 (Equivalent to BS-10)	Max-30	64	Punjab, Sindh (R), Sindh (U), KPK, FATA/GB & Balochistan	i) Graduation or equivalent. ii) Typing speed of 30 words per minute. iii) Computer literacy and working skill to operate word processing is must.

**Note:** Disabled Persons Quota @ 2% (in Grade-01 to Grade-05), Women Quota and Minorities Quota will be observed as per Government Policy. EOBI Deceased Employees' Children Quota @ 20% (in Grade-01 to Grade-03) shall also be observed.

- Minimum probationary period will be one (1) year. House Rent Allowance, Special Allowance and other allowances/ fringe benefits like Group Insurance, Provident Fund, and Pension Facilities are admissible as per Service Regulations. Those employed in Government, Semi-Government and Government controlled Organizations should apply through proper channel.
- Original documents along with HEC verified educational degrees would be necessarily required at the time of interview.
- Incomplete applications, applications not sent on the prescribed format and applications of Government/Semi-Government Employees not sent through proper channel would not be considered.
- Separate applications may be submitted for each position.
- Number of posts is likely to increase.
- Passing criteria for the Post from s.no 1 to 15 is 80% in aggregate and 50% in each section.
- Passing criteria for the post from s.no 16 to 19 is 50% in aggregate and 40% in each section.

### How to Apply:

- Application form and online deposit slip are available on NTS Website: [www.nts.org.pk](http://www.nts.org.pk)
- Please deposit test fee of Rs. 900/- through the prescribed deposit slip in the online branches of ABL, UBL, HBL or MCB.
- Candidates are required to send their prescribed Application Form along with online deposit slip (in original) at NTS Headquarter, Islamabad.
- Deposited amount is non refundable / non transferable.
- Mobile phone is not allowed in test center premises.
- Application submitted by hand will not be entertained.



For further information, please contact:

**UAN + 92-51-844-444-1**

**National Testing Service-Pakistan**

NTS Headquarter: 96, Street No.4, Sector H-8/1, Islamabad

Last Date for Submission of Application forms

**Monday 28<sup>th</sup> April, 2014**

Test Date

**Saturday 17<sup>th</sup> May, 2014**

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**ATP**

Association of Test Publishers