



Department of the  
**AUDITOR GENERAL OF PAKISTAN**  
Constitution Avenue, Islamabad

No. 218-HRM-I/CWAS/KW-II/201

Dated: 31.10.2019

# Circular

Subject: **SELECTION OF COMMUNITY WELFARE ATTACHES FOR POSTING IN PAKISTAN MISSION ABROAD.**

Willingness from PA&AS officers of BS-18/19 are invited for Community Welfare Attaches for Posting in Pakistan Mission Abroad in the light of Ministry of Overseas Pakistanis & Human Resource Development Circular No. 1(1)/2018-CWA-I dated 25-10-2019. The main assignment to be performed and necessary qualifications required as per Job Profile is attached for scrutiny and personal assessment. The willingness of the officers who fulfill the eligibility criteria must reach to this office on or before 06th November 2019 for NOC to apply.

  
(RAASHID IQBAL)  
Audit Officer (HRM-I)

Distributions:

AAO (IT) for uploading on the AGP's website.

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**Government of Pakistan**  
**Ministry of Overseas Pakistanis &**  
**Human Resource Development**

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No. 1(1)/2018-CWA-I

Islamabad, the 25<sup>th</sup> October, 2019

**CIRCULAR**

**Subject: SELECTION OF COMMUNITY WELFARE ATTACHÉS FOR POSTING IN PAKISTAN MISSIONS ABROAD.**

The undersigned is directed to state that the Ministry intends to fill some positions of Community Welfare Attachés (CWAs) at various Pakistan Missions abroad during 2019 from amongst the officers in BS-18 and BS-19 fulfilling following eligibility criteria:

**Eligibility Criteria**

- a. All Government Officers, including officers belonging to all Occupational Groups working in the Federal Government.
- b. Officers from Provincial Civil Services belonging to Provincial Governments, including AJK, Gilgit-Baltistan and FATA.

**Education:**

- c. Sixteen years of education / Masters' degree

**Experience:**

- d. Officers working in BS-18 and BS-19 with three to five (3-5) years of relevant experience preferably in management / field work, or labour/manpower administration and laws, or matters pertaining to emigration and welfare of Pakistanis living/working abroad.

**Age Limit:**

- e. For officers in BS-18, upper age limit is 40 years; and for officers in BS-19, the upper age limit is 48 years on the closing date of submission of applications.

**General conditions for ineligibility:**

- i. Officers against whom there is a disciplinary proceedings.
- ii. Officers who do not apply through proper channel.
- iii. BS-19 Officers who are in promotion zone within next two years.
- iv. Officers who have availed two tenures of foreign posting in their entire service.
- v. Officers who are applying for the 2<sup>nd</sup> tenure of foreign posting in their entire service with less than three years of intervening period between their first foreign posting and the second foreign posting as on the closing date for submission of applications.
- vi. Officers who do not have complete PERs record till 2018 with minimum average of 'GOOD'.

Secretary General of Pakistan

Diary No. 2613

29 OCT 2019

29 OCT 2019  
Dy. No. 5199  
P-10 (MRF), P/O AGP

38/24  
DAG/HRM

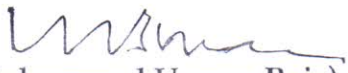
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DAG (HRM)

DAG  
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**Note:**

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- i. The written test will be conducted by the Institute of Business Administration (IBA) Karachi, at designated centers in **Karachi and Islamabad on Sunday, 24<sup>th</sup> November, 2019 at 10:00 a.m.** Duration of test will be 02 hours. Interviews of the successful candidates will be conducted by the Ministry of Overseas Pakistanis & Human Resource Development.
  - ii. Minimum qualifying score in the written test is 60%.
  - iii. Online applications should be submitted on the prescribed proforma available at website URL <https://www.iba.edu.pk/ibatestingform/form/registrationof> Institute of Business Administration, Karachi. All applications submitted online should also be forwarded through surface mail after printing two copies to **Assistant Manager, Testing Service, Institute of Business Administration, Karachi.** Hand written applications will not be entertained.
  - iv. Syllabus for the test may be seen at the website <https://admissions.iba.edu.pk> of IBA.
  - v. Last date for receipt of applications is 10th November, 2019. Incomplete and late applications will not be entertained.
  - vi. For any query, please visit website <https://admissions.iba.edu.pk> or [www.ophrd.gov.pk](http://www.ophrd.gov.pk) or call Deputy Secretary (OP), M/o Overseas Pakistanis & HRD at Tele No: 051-9208392 or Section Officer (CWA-I), M/o Overseas Pakistanis & HRD at Tele No: 051-9218581 or Cell No.0333-5267540 or email at [testingservices@iba.edu.pk](mailto:testingservices@iba.edu.pk) or call Syed Jibran Ali Bukhari, Assistant Manager, Testing Services, IBA, Karachi at contact No. 021-38104700 Ext: 2376 or Cell No. 0333-3213559

  
(Muhammad Usman Raja)  
Section Officer CWA-I  
Tel: 051-9218581

**Distribution:**

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2. Provincial Governments Punjab, Sindh, Khyber Pakhtunkhwa, Balochistan / AJ&K / Gilgit-Baltistan / FATA Secretariat

CC: Network Administrator, M/o OP&HRD