

VACANCY ANNOUNCEMENT

Applications are invited for the following position at the Employees' Old-Age Benefits Institution (EOBI), from the candidates possessing the following qualifications, experience, age and requirements:-

Sr. No	DESIGNATION / POST AND PAY SCALE	No. OF POSTS	MAX. AGE	DOMICILE	QUALIFICATION AND EXPERIENCE
1	Secretary BoT (Grade-09, Eqv. BPS-19) (Rs. 87840-4530-178440)	1	45	Merit	<u>Qualification</u> Minimum qualification of MBA/CA/ACMA/FCMA/ LL.B duly recognized by the Higher Education Commission (HEC) <u>Experience</u> At least Ten (10) years of post-qualification relevant experience in comparable public or private organization.
Total Vacancy		1			

Terms & Conditions:

- Applications must be submitted within 15 days from the date of publication of this advertisement.
- Incomplete applications and applications received after the due date shall not be entertained.
- Selected candidate will undergo a probationary period of at least one year. After successful completion of probationary period, the candidate shall be considered for confirmation in service.
- Employees currently working in Government, Semi-Government and Government-controlled Organizations must submit a No Objection Certificate (NOC) from their respective organization at the time of interview.
- Age, qualification and experience will be considered as of the last date for submission of application.
- No TA/DA will be admissible for appearing in the written test or interview.
- The candidates appearing for the interview(s) must bring their original CNIC, original educational certificates duly verified by HEC along with two sets of attested photocopies and verified experience certificate(s).
- Concealment or providing misleading information will disqualify the candidate at any stage of recruitment even after selection.
- Age relaxations as per Federal Government Rules are applicable.
- The Institution reserves the right to stop the recruitment process at any stage.
- The candidates will undergo written test which shall have 70% weightage, following up with an interview which shall have 30% weightage. Only candidates qualifying the written test and meeting the prescribed criteria shall be shortlisted for interview.

How to Apply:

- **Application Submission:** Applications must be submitted using the prescribed form available on the EOBI's website: <https://www.eobi.gov.pk>. Applications submitted by hand will not be considered.
- Candidates shall be required to deposit a non-refundable and non-transferable application processing fee of **Rs. 2,500/-** in **EOBI Disbursement Account No. IBAN: PK84NBPA1056003060833433, National Bank of Pakistan, 1056-Cantt. Board Branch, Karachi.**
- The original deposit slip/proof of payment must be attached with the application form. Alternatively, a **Pay Order of Rs. 2,500/-**, drawn in favour of **Employees' Old-Age Benefits Institution (EOBI)** and payable to the above-mentioned account, may be submitted along with the application.
- Applications received without the prescribed fee or proof of payment by the closing date shall not be entertained and the candidates shall be considered ineligible.
- **Application Deadline:** Duly filled application forms along with attested copies of educational certificates/ experience certificate and three recent passport photographs may be reached to the undersigned i.e. Deputy Director General (HR) 190/1/B, Block-2, P.E.C.H.S, Karachi, within fifteen (15) days from the date of the advertisement. Incomplete and late applications will not be considered. Original documents along with HEC verified educational degrees would be necessarily required at the time of interview.
- **Contact Information:** For further assistance and queries, contact the Deputy Director (Recruitment) HR Department on telephone No. 021-99225355.
- It is hereby notified for the information of all concerned that the vacancy for the post of **Secretary, Board of Trustees (Grade-09, equivalent to BS-19)**, advertised in various newspapers on **9th and 10th June, 2026**, has been cancelled. However, all complete applications received in response to the said advertisement shall be treated as valid and considered under the revised advertisement, and the applicants shall not be required to submit fresh applications.

Deputy Director General (HR)
EOBI, HR Department,
190/1/B, Block-2, P.E.C.H.S, Karachi.