

**OPF GIRLS COLLEGE, F-8/2 ISLAMABAD**  
**STAFF REQUIRED**



The following temporary positions of teaching and non teaching staff (daily wages) on fixed pay are vacant for a period of one year at OPF Girls College F-8/2, Islamabad and OPF Educational Institute F-11/2, Islamabad.

**Teaching Staff**

Subject	Gender	Qualification	Age	Salary	Experience
Urdu, English, Pak. Studies, Islamiat, Biology, Chemistry, Maths and Physics for classes 6 & above	Female	At least a second class Masters Degree or four years Bachelor Degree in the relevant subject or B.A. / B.Sc along with B.Ed / M.Ed from HEC recognized Institution	40 years maximum	30,000 fixed pay	at least one year teaching experience in English medium school
General Science, Social Studies English, Islamiat, Urdu and Mathematics for classes 5 & Below	Female	B.A./ B.Sc along with B.Ed / M.Ed	40 years maximum	Rs.25,000 fixed pay	at least one year teaching experience in English medium school
Internee Teacher	Female	Masters, or B.A./ B.Sc along with B.Ed	30 years	Rs.22,000 fixed pay	No Experience required
Internee Teacher	Female	B.A. / B.Sc	30 years	Rs.20,000/- fixed pay	No Experience required

**Non Teaching Staff**

Name of Post	No. of Posts	Gender	Qualification	Age	Salary	Experience
Nurse	01	Female	Diploma in Nursing	40 years maximum	Rs.30,000/- fixed pay	03 years experience in well reputed hospital organization
Receptionist	02	Female	B.A.	35 years maximum	Rs.25,000/- fixed pay	Minimum 02 years relevant experience
Mali	01	Male	Middle	35 years maximum	Rs.18,000/-	Minimum 01 years relevant experience
Naib Qasid	01	Male	Matric	35 years maximum	Rs.19,000/-	Minimum 01 years relevant experience
Aya	01	Female	Middle	35 years maximum	Rs.18,000/-	Minimum 01 years relevant experience
Security Guard	02	Male	Matric / Ex-Army preferred	35 years maximum	Rs.18,000/-	Minimum 02 years relevant experience

Interested candidates may apply on the following address with written application, C.V. latest photograph, attested copy of CNIC, experience certificate, domicile and verified copies of degrees and certificates from HEC & IBCC before 12-09-2020. Short listed candidates will be called for Interview. Incomplete application will not be entertained. No T.A. /D.A. will be admissible.

**PRINCIPAL,**  
OPF GIRLS COLLEGE  
F-8/2, ISLAMABAD.  
Phone No.051-9260424