

KHYBER PAKHTUNKHWA PUBLIC SERVICE COMMISSION

SITUATIONS VACANT

ADVERTISEMENT NO. KPPSC(ADMN)-02-2025

The Khyber Pakhtunkhwa Public Service Commission Peshawar, invites applications from citizens of Pakistan possessing domicile of Khyber Pakhtunkhwa (Male/female) for the following positions. Apply online via www.kppsc.gov.pk on or before 25th December, 2025 (05:00 pm).

S#	Post Name	Pay Scale	Age (Years)	No. of Post(s)	Zone / Quota	Minimum Qualification
1.	Junior Scale Stenographer	BPS-14	18 to 30	06	Zone-III = 01 Zone-IV = 01 Zone-V = 01 Zone-VI = 01 Zone-I=01 Zone-II = 01 (Both sexes)	i) Intermediate or equivalent qualification from a recognized Board; ii) Minimum speed of fifty(50) words per minute in English shorthand and thirty five (35) words per minute in English typing; and iii) Knowledge of computer in using MS Word and MS Excel.

HOW TO APPLY

- Interested candidates should first visit www.kppsc.gov.pk for online apply, without paying fee.
- The online application form will be available on www.kppsc.gov.pk starting from 11th December, 2025.
- The closing date for submission of the online application is 25th December, 2025 till 05:00 pm.
- Candidates will be informed of the test and interview details via sms and e-letter.
- No separate call letters for screening test/interview will be issued through postal or courier services.

IMPORTANT

- ❖ Read the instructions thoroughly before filling out the online application form.
- ❖ Unclaimed qualification shall not be accepted.
- ❖ Applications of all those candidates who do not give correct information while filling the online shall be rejected.
- ❖ Candidates are advised not to register with ported/converted mobile numbers.
- ❖ Only short listed candidates will be called for the interview.
- ❖ Short listed candidates who are in government service must submit NOC / DPC duly countersigned by the appointing / competent authority from their concerned

Departments/Organizations within fifteen (15) days after the declaration of result as provided in Regulation 2017.

- ❖ Where an advertisement is withdrawn after the post(s) has/have been advertised a notice (corrigendum) canceling such advertisement shall be published.
- ❖ The age will be reckoned as on the closing date of advertisement.
- ❖ The competent authority has the right to change / modify / cancel the advertisement or increase or decrease the number of vacancies as per the policy of the Provincial Government.
- ❖ Candidates will be informed about the date of the test / interview through SMS / PSC website.
- ❖ Candidates who do not meet the above requirements/criteria as provided in Khyber Pakhtunkhwa PSC rules and regulations and selection procedure as per KP PSC Regulations 2017, will not be allowed to appear in the test / interview.
- ❖ The application as well as candidacy of the shortlisted candidates shall stand rejected without any further processing if the required documents i.e. educational credentials, character, domicile certificates and National identity card along with two passport size photographs etc are not received in the Commission's Office within fifteen (15) days after the declaration of result as provided in Regulation 2017.
- ❖ Applications of candidates possessing dual domicile on the closing date of advertisement will be rejected.
- ❖ A married female candidate not already in government service may either adopt the domicile of her husband or may retain her own domicile. However, option once exercised in online application form shall be final and change of domicile shall not be allowed thereafter.
- ❖ Candidates are advised to regularly visit www.kppsc.gov.pk for updates.
- ❖ No TA / DA will be given for test / interview.

NOTE

Errors are liable to rectification by the KP PSC; the Competent Authority reserves the right to increase/decrease or cancel the number of post(s).

**Assistant Director (Admn)
Khyber Pakhtunkhwa Public Service Commission
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