



**GOVERNMENT OF THE PUNJAB
SERVICES AND GENERAL ADMINISTRATION
DEPARTMENT
(REGULATIONS WING)**

Dated Lahore, the 23rd November, 2017

NOTIFICATION

168 of 2017

NO.SOR-III(S&GAD)1-19/2016. In exercise of the powers conferred under section 23 of the Punjab Civil Servants Act, 1974 (*VIII of 1974*), Governor of the Punjab is pleased to make the following rules:

1. Short title and commencement.– (1) These rules may be cited as **the Punjab Education Department (Monitoring & Evaluation Wing / Chief Minister’s Monitoring Cell, School Education Department) Service Rules 2017.**

(2) They shall come into force at once.

2. Method of recruitment.– The method of recruitment, minimum qualification, age limit and other incidental matters for the posts in the functional unit shall be such as are given in the Schedule appended to these rules.

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SECRETARY (REGULATIONS) S&GAD

SCHEDULE

Name of the Department	Functional Unit	Name of the Post with basic pay scale	Appointing Authority	Minimum Qualification for Appointment by		Method of Recruitment	Age for Initial Recruitment		Examination, training and other conditions required for confirmation
				Initial Recruitment	Promotion		Min.	Max.	
1	2	3	4	5	6	7	8	9	10
School Education Department	Monitoring and Evolution Wing/ Chief Minister Monitoring Cell, School Education Department	1. Deputy Director (Monitoring) (BS-18) or (BS-19)	Chief Minister/ Administrative Secretary	-	-	By posting of a suitable PMS, PAS officer or an officer of School Education Department.	20	30	-
-do-	-do-	2. Assistant Director (Monitoring)(BS-17)	Administrative Secretary	(i) Master's degree (second division) in Administration or any of the Social Science from a University recognized by the Higher Education Commission; and (ii) proficiency in MS Word and Excel.		By initial recruitment.	20	30	As the Government may determine.
-do-	-do-	3. System Analyst (BS-17)	-do-	(i) B.Sc. (Software Engineering), BCS (Hons) or MCS (second division) or (Grade-B) and Computer Science for Information Technology from a University recognized by the Higher Education Commission; (ii) has advance knowledge of SQL, relational database, programming language; and (iii) well conversant and has in depth knowledge of qualitative and quantitative education data analysis.		By initial recruitment.	20	30	-do-

-do-	-do-	4. Computer Operator (BS-16)	-do-	(i) B.Sc. (second division) in Computer Science from a University recognized by the Higher Education Commission; or Bachelor's degree (second division) from a University recognized by the Higher Education Commission with one year Diploma in Computer Science from a recognized Institute; and (ii) proficiency in MS Word and Excel.		By initial recruitment.	18	25	-do-
-do-	-do-	5. Accounts & Admin Assistant (BS-14)	Additional Secretary	(i) Bachelor's Degree (second division) in Commerce or Finance or equivalent qualification from a University recognized by the Higher Education Commission; and (ii) proficiency in MS Word and Excel.		By initial recruitment.	20	30	-do-
-do-	-do-	6. Office Clerk (BS-09)	-do-	-		By posting of a suitable official from Services and General Administration Department or School Education Department.	-	-	-
-do-	-do-	7. Driver (BS-04)	-do-	(i) Middle Pass; (ii) having LTV driving license; and (iii) five year experience of LTV driving		By initial recruitment.	25	35	-
-do-	-do-	8. Naib Qasid (BS-01)	-do-	Literate.		By initial recruitment.	18	25	-
-do-	-do-	9. Chowkidar (BS-01)	-do-	Literate.		By initial recruitment.	18	25	-
-do-	-do-	10. Sweeper (BS-01)	-do-	Literate.		By initial recruitment	18	25	-