



KISSAN SUPPORT SERVICES (Pvt) LIMITED

(A subsidiary of ZTBL)

JOB OPPORTUNITY

Kissan Support Services (Pvt) Limited (KSSL), a wholly owned subsidiary company of Zarai Taraqiati Bank Limited (ZTBL), requires services for the position of “**Stenographers**” in the pay scale/Personal Rank of Senior Assistant/Assistant on contract basis at Islamabad.

Requirements	
Qualification:	Minimum Intermediate from a recognized Board
Age:	Maximum 50 Years on closing date of application.
Skills Required:	<ol style="list-style-type: none">i. 100 words per minute speed in short hand.ii. 50 words per minute speed in typing.iii. Proficient in use of Computer i.e. MS Office.iv. Must be proficient in communication skills in English.
Experience:	Relevant experience will be given due weightage.

Important information

- ❖ Applications alongwith photocopies of testimonials, recent passport size photograph and copy of CNIC should reach the undersigned latest by **October 15th, 2018.**
- ❖ Incomplete or late applications will not be entertained.
- ❖ Only short listed candidates will be called for the interview.
- ❖ No TA/DA will be admissible.

Head HR

Kissan Support Services (Pvt) Limited,
Room No. 1108, Main Building, ZTBL, Head Office,
1-Faisal Avenue, Zero Point, Islamabad.