



**Government of Pakistan
Ministry of National Health Services,
Regulations & Coordination
Pharmacy Council of Pakistan**



Applications are invited for the following post in the Pharmacy Council of Pakistan (PCP) under Ministry of National Health Services, Regulations & Coordination (NHS,R&C), Islamabad on contract basis for a period of one year (further extendable).

The requisite qualification and experience have been shown below: -

S #	Name of Post	Number of Vacancy	Age Limit	Qualification/ Experience
1	Secretary (BPS-18)	01	28-38 years	<p>Degree in Pharmacy & having valid registration with pharmacy council in register "A", with 5 years relevant professional experience in public sector, autonomous, semi-autonomous or private organization.</p> <p>Preference will be given candidates having experience in administration.</p> <p>Candidates shall have;</p> <ul style="list-style-type: none"> ● Demonstrated ability to manage work teams. ● Strong communication skills (written and spoken English) and computer knowledge. ● Legislative and regulatory skills (experience of drafting/review of legislation, articles focusing legislation and policy)

General Information/ Instructions:

1. The candidates working in Government/Semi Government and autonomous bodies should apply through proper channel.
2. The shortlisting will be made through written test and only short-listed candidates will be called for interview.
3. Candidates will be required to bring Original Documents (Educational and Experience certificates) and attested copies at the time of interview.
4. No TA/DA will be admissible.
5. Salary equivalent to BPS-18+usual admissible allowances with administrative allowance to be decided by the council.
6. Application form shall be uploaded on PCP website after the appearance of advertisement.

How to Apply:

Please download the Application Form available on PCP website (<https://www.pcpsib.gov.pk/>)

1. Please send, by mail or courier, the filled up Application Form along with attested copies of Documents (Educational and Experience certificates) to: **Pharmacy Council of Pakistan, 14-D West, Feroze Centre, Fazl-e-Haq Road, Blue Area, Islamabad.** Application Forms submitted by hand will not be accepted.
2. Application processing fee of Rs. 2000 (Non -refundable) in the form of demand draft in the name of the 'Pharmacy Council of Pakistan Islamabad' to be deposited. Original demand draft must be attached with application form.
3. The Competent Authority has the right to increase, decrease or cancel post.
4. Last date of submission of Application Forms shall be 15 days from the date of this advertisement.
5. Applications received after the closing date will not be entertained.
6. For any further information, please visit PCP website: www.pcpsib.gov.pk, or call 051-9204191

VICE PRESIDENT, PHARMACY COUNCIL OF PAKISTAN, ISLAMABAD