

GUIDELINES FOR ONLINE SUBMISSION OF APPLICATIONS for

Section Officers Promotional Examination - 2016

Important Note/Information for the applicants:

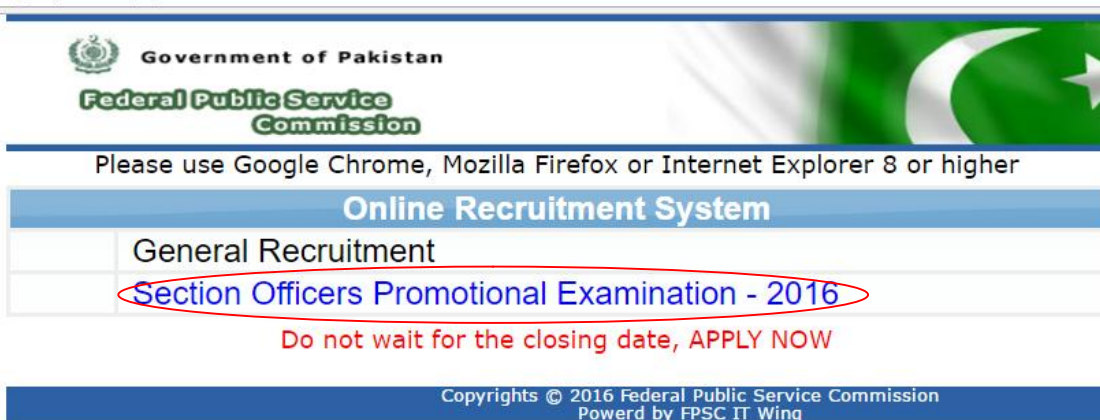
- It is in the interest of the applicants to study in detail and thoroughly observe the guidelines given in this document before and while applying online.
- Browsers including Internet Explorer version 8.0 or higher, Mozilla Firefox, Google Chrome etc. are supported (Javascript must be enabled in the browser).
- In case of abnormal delay/wait in loading of web pages, close the browser window and revisit/reload the site. It is also suggested to clear browser history and cookies.
- Print out of the duly filled Online Form (i.e. Hardcopy) may be obtained and after signing it, copies of all documents/certificates (as mentioned at sub rule-7 of Rules) may be attached with it and furnished to FPSC so as to reach the FPSC (Headquarters) within 10 days of the closing date. Preferably, the hardcopies may be dispatched or furnished before the closing date so that delay in transit may be avoided. Onus of proof of dispatch of hardcopy of online form and documents, before the closing date, shall solely lie on the candidate.
- **Applicants should apply online immediately without waiting for the closing date of the advertisement.**
- **Before applying online, please check the Rules thoroughly and ensure that you fulfill all the requirements including qualification, govt. service experience, age etc. for Section Officers Promotional Examination - 2016.**
- Submitting online application without having required qualification, experience etc. may cause serious difficulty for the applicant. Similarly, submitting fake/bogus/test online applications may also cause serious difficulty for the applicant in future.
- For assistance regarding Online Application Submission, please call FPSC facilitation center/helpline at **051-111-000-248** during office hours (Monday to Friday) or E-Mail us at fpsc@fpsc.gov.pk

To apply online:





- I. Open FPSC's website www.fpsc.gov.pk or directly visit www.online.fpsc.gov.pk
- II. Select "Applying Online" link, as displayed under



- III. Following Screen will appear



- IV. Select "Section Officers Promotional Examination - 2016" and Following Screen will appear

Section Officer Promotional Examination (SOPE)	
	Apply Online
	Take Printout
	Retrieve Tracking ID
	Download Guidelines for Applying Online

Do not wait for the closing date, APPLY NOW




Applicants may please note that;

- Print out of the duly filled Online Form (i.e. Hardcopy) may be obtained and after signing it, copies of all documents/certificates (as mentioned at sub rule-7 of SOPE Rules) may be attached with it and furnished to FPSC so as to reach the FPSC (Headquarters) within 10 days of the closing date. Preferably, the hardcopies may be dispatched or furnished before the closing date so that delay in transit may be avoided. Onus of proof of dispatch of hardcopy of online form and documents, before the closing date, shall solely lie on the candidate. Copies of following documents must be attached:-
 - Recent 4 Photographs (attested on back side, mentioning name and father's name)
 - Attested copy of Computerized National Identity Card
 - Attested copies of Computerized National Identity Card
 - Attested copy of Matriculation Certificate showing date of birth. Provisional Certificate/ Result Card/ Marks Sheet is not acceptable
 - Attested copy of Intermediate Certificate. Provisional Certificate/ Result Card/ Marks Sheets is not acceptable
 - Attested copy of Degree(s)
 - Departmental Permission Certificate (DPC) as per Annex-A of Application Form, for proof of working in Ministry/ Division/ Attached Department in terms of Rules of Business, 1973.
 - In case of Civilian Employees of Armed Forces HQs and their lower formations, attested copy of Office Order/ Notification (mentioning detail of offices and lower formations) issued by the Defence Division, as a proof.
 - Application signed on Page 1 & 6.
 - Any other documents (if attached)
- Submitting online applications without having required qualification, experience, gender, religion, domicile etc. may cause serious difficulty for the applicant. Similarly, submitting fake/bogus/test online applications may also cause serious difficulty for the applicant in future.

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V. Select 'Apply Online' option.

VI. Following screen will appear

Section Officer Promotional Examination (SOPE)	
Select Job	* Please Select ▼
CNIC Number	* <input type="text"/>
Gender	* Please select job
Religion	* ▼
Domicile	* Please select job
Domicile District	* ▼
Test Centre	* Please Select ▼
I am Federal Govt. Servant/ Civil Servant of:	* Select Your Office ▼
Enter Verification Code	<div style="display: flex; align-items: center;"> <div style="border: 1px solid black; padding: 5px; margin-right: 10px;">  </div> <div style="text-align: center;">   </div> </div> <input style="width: 100px; margin-top: 5px;" type="text"/>
Proceed to Step 2 Cancel	

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VII. Upon selection of the job "Section Officers Promotional Examination - 2016", following screen will appear as below;

Job Details

Applying for: SECTION OFFICERS PROMOTIONAL EXAMINATION - 2016

Apply for this job Cancel

VIII. If you fulfill all the requirements including qualification, experience, age etc. and also interested to apply for the post, select 'Apply for this job' button. Otherwise select 'Cancel'. (DO NOT apply for SOPE-2016 if you do not meet all required conditions for the post).

IX. When you select 'Apply for this job', following screen will appear

Section Officer Promotional Examination (SOPE)

Select Job * SECTION OFFICERS PROMOTIONAL EXAMINATION - 2016 ▼

CNIC Number * 22222-2222222-2

Gender * MALE ▼

Religion * MUSLIM ▼

Domicile * PUNJAB ▼

Domicile District * ATTOCK ▼

Test Centre * ISLAMABAD ▼

I am Federal Govt. Servant/ Civil Servant of: * Federal Public Service Commission ▼

Enter Verification Code *

08843
Code verified..

Proceed to Step 2 Cancel

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X. Enter your CNIC number and press Tab Key

XI. System does not allow submission of multiple application against same CNIC number. If you have already applied for Section Officers Promotional Examination, system will display appropriate message.

XII. Fill/select appropriate entries i.e. gender, religion, domicile, district of domicile, test centre and office.

XIII. Enter 5-digit verification code as seen in the box (e.g. 08843).

XIV. All entries marked as "*" are mandatory.

XV. When complete, re-check the entries for their correctness. If any correction is required, that must be carried out.

XVI. When all entries are found correct, Select 'Proceed to Step 2' button.

XVII. Following screen will appear

Basic Info		
Upload Your Recent Picture (Size less than 30kb)	*	<input type="button" value="Choose File"/> No file chosen
Job Title	*	SECTION OFFICERS PROMOTIONAL EXAMINATION - 2016 ▼
Gender	*	MALE ▼
Religion	*	MUSLIM ▼
Whether desires to be examined in Islamiat	*	Yes ▼
Domicile	*	PUNJAB ▼
Domicile District	*	ATTOCK ▼
Test Centre	*	ISLAMABAD ▼
Re-Enter CNIC Number	*	<input type="text"/>
Name of Applicant	*	<input type="text"/>
Father's/ Husband's Name	*	<input type="text"/>
Date of Birth	*	<input type="text"/>
Marital Status	*	Please Select ▼
Postal Address	*	<input type="text"/> <input type="text"/>
Mobile Number	*	<input type="text"/>
Phone Office/Residence		<input type="text"/>
Email address	*	<input type="text"/>
Disability (If Yes)		Select Disability ▼
Extraordinary Leave Aailed (if any)		<input type="text"/> (From) <input type="text"/> (To)
Financial Status		Please Select ▼
Personal Traits/ Interests		<input type="text"/>
Previous Experience of Psychological Test (Year)		<input type="text"/>
Optional Papers		
Select a Subject from Group-1		
Group-1	*	Select ▼
Select a Subject from Group-2		
Group-2	*	Select ▼
Education		
Please enter at least One education		
<input type="button" value="Add Education"/>		
Experience		
Please enter at least One experience		
<input type="button" value="Add Experience"/>		
Courses/Training and Research Publication		
<input type="button" value="Add Course/ Training and Research Publication"/>		
Details of SOPE in which appeared previously		
<input type="button" value="Add Previous SOPE details"/>		
Languages Details		
<input type="button" value="Add Languages"/>		

Extra Curricular Activities

Add Extra Curricular Activities

Particulars about Parents

Add Particulars about Parents

Particulars of Near Relatives in Govt. Service

Add Particulars of Near Relatives in Govt. Service

Brothers/ Sisters/ Step Brothers/ Step Sisters

Add Brothers/ Sisters details

Submit your Application Cancel

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- XVIII. Upload softcopy of your passport size photograph using 'Browse/Upload/Choose File' button. The picture size must be less than 30 KB in jpeg format only.
- XIX. Re-type/ Confirm your CNIC number as provided in Step 1.
- XX. Similarly, select/fill all entries which are reflected as blank. Entries marked with '*' are mandatory. (Check and ensure that your CNIC No., Name, e-mail address and mobile number are correct).
- Also select one optional Subject paper from each group.
- XXI. Click on "Add Education" option, following screen will appear

Add Education

Qualification: Select
Please select your degree

Result Date:

Board / Univ: Select

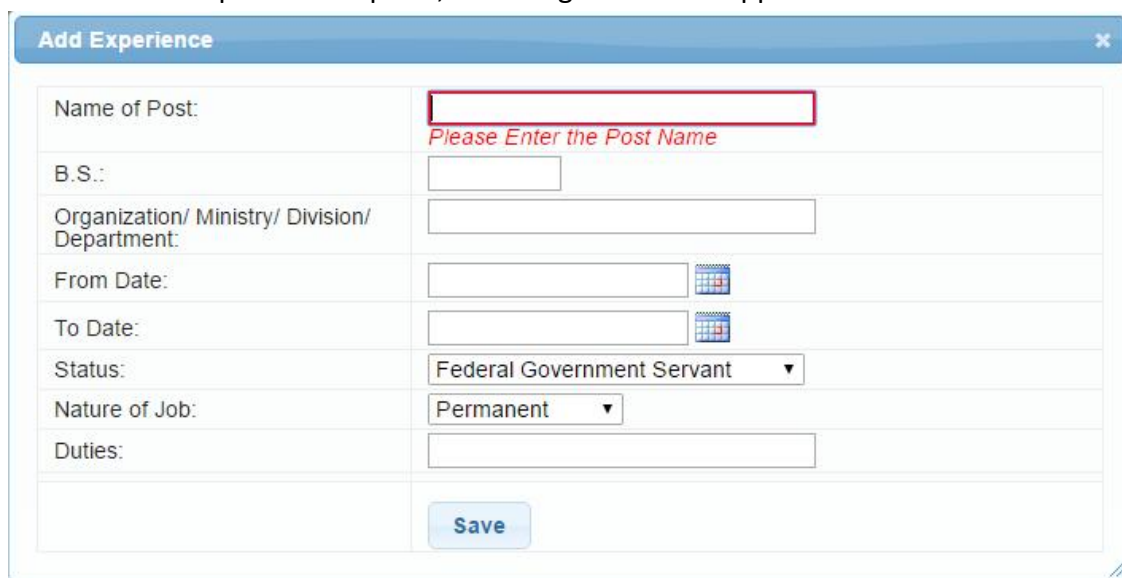
Grade: Grade: ☐ A ☐ Division: ☐ Select ☐ CGPA: ☐

Major Subjects:

Save

- XXII. Select "Qualification" from the list
- XXIII. Choose "Result Declaration Date" from the calendar of the selected qualification
- XXIV. Enter "Board/ University" of the selected qualification
- XXV. Either select "Grade", "Division" or "CGPA" option, whichever is applicable, for the selected qualification
- XXVI. Enter "Major Subjects"
- XXVII. Click "Save" button to save the qualification
- XXVIII. Repeat above steps from Serial XXII-XXVII to further add more Education Records (Max 5 records can be entered)

XXIX. Click on “Add Experience” option, following screen will appear



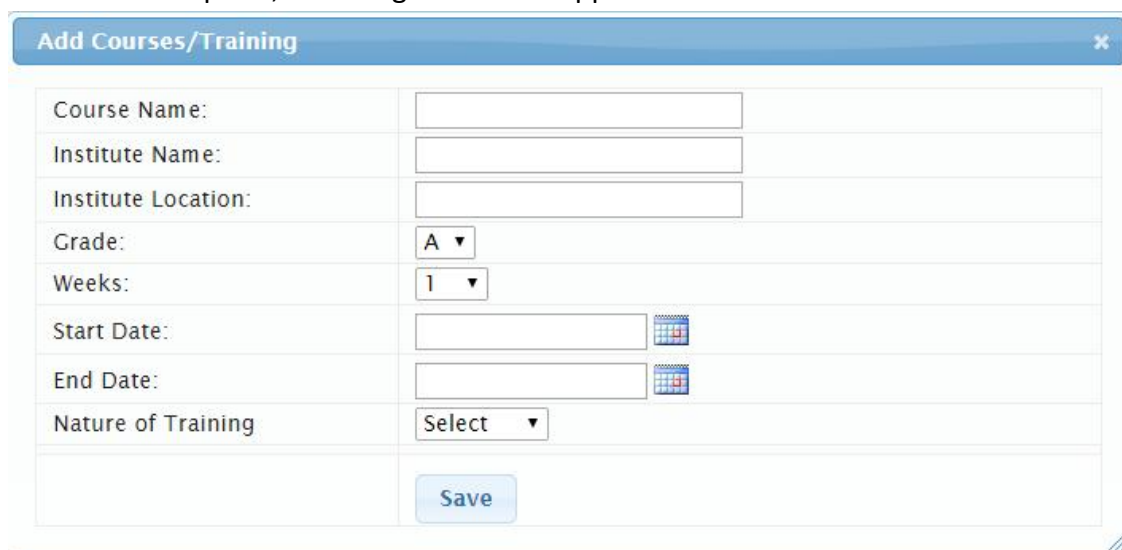
XXX. Enter “Name of Post”, BS, “Organization/ Ministry/ Division/ Department” Name, “From Date”, “To Date”

XXXI. Select “Status”, “Nature of Job” from the list and enter brief “Duties” related to job

XXXII. Select “Save” button to save the experience record

XXXIII. Repeat above steps from Serial XXX – XXXII to further add more Experience records (Max 8 records can be entered)

XXXIV. If you possess any course training then Click on “Add Courses/Training and Research Publications” option, following screen will appear



XXXV. Enter “Course Name”, “Institute Name” and “Institute Location” in the relevant fields

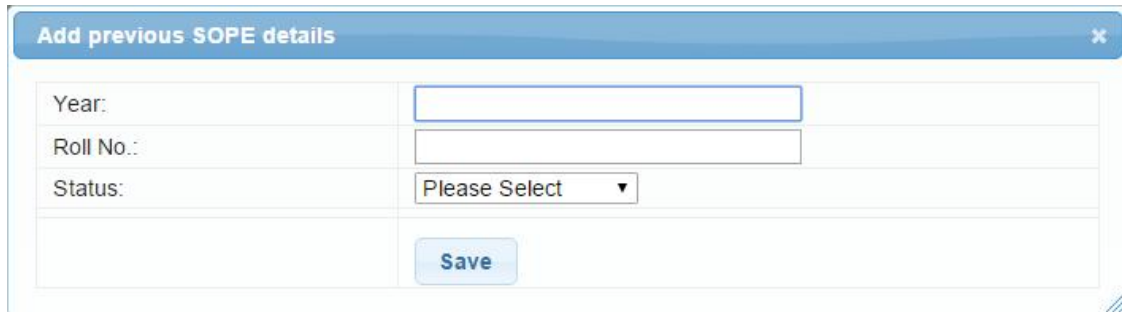
XXXVI. Select “Grade” and “Weeks” from the list

XXXVII. Select “Start Date”, “End Date” from the calendar and “Nature of Training” from the list

XXXVIII. Select “Save” button to save the Course/Training record

XXXIX. Repeat above steps from Serial XXXV – XXXVIII to further add more Course records (Max 3 records can be entered)

XL. If you have previously appeared in Section Officers Promotional Examination, then click on “Add Previous SOPE Details” option, following screen will appear

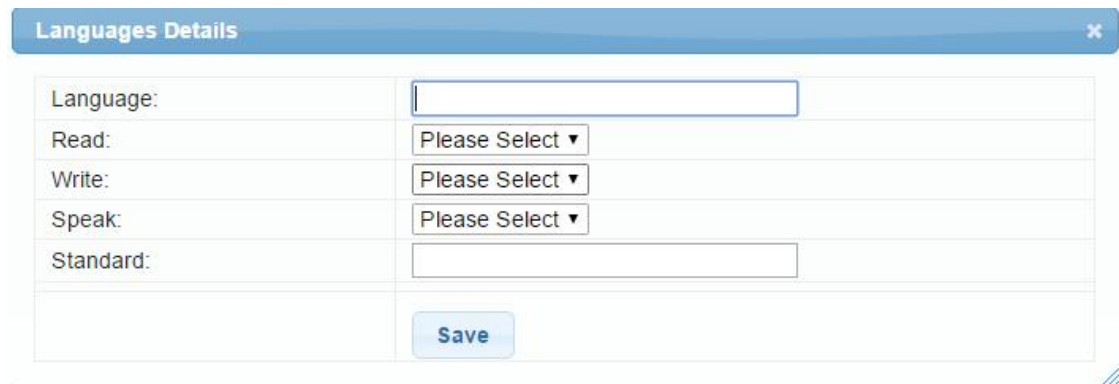


XLI. Enter “Year”, “Roll No.”(if any) and select “Status” from relevant fields

XLII. Select “Save” button to save the Previous SOPE related record

XLIII. Repeat above steps from Serial XLI – XLII to further add more Previous SOPE related records (Max 3 records can be entered)

XLIV. Click on “Add Languages” option, following screen will appear



XLV. Enter the “Language”

XLVI. Select “Read”, “Write” and “Speak” as Excellent/Good/Fair

XLVII. Enter “Standard”

XLVIII. Select “Save” button to save the Language record

XLIX. Repeat above steps from Serial XLV – XLVIII to further add more Language records (Max 4 records can be entered)

L. If you have any extracurricular activities, Click on “Add Extra Curricular Activities” option, following screen will appear

Add Extra Curricular Activities

Year From:	<input type="text"/>	
Year To:	<input type="text"/>	
Activities/ Sports/ Hobbies:	<input type="text"/>	
<input type="button" value="Save"/>		

- LI. Select “Year From” and “Year To” from calendar
- LII. Enter concise “Activities/Sports/Hobbies” in relevant field
- LIII. Select “Save” button to save the Language record
- LIV. Repeat above steps from Serial LI – LIII to further add more extracurricular records (Max 3 records can be entered)
- LV. Click on “Add Particulars about Parents” option, following screen will appear

Particulars about Parents

Parent:	<input type="text" value="Please Select"/>
Highest Degree obtained:	<input type="text" value="Select"/>
Date of Death (if applicable):	<input type="text"/>
Your age at his/her death (if applicable):	<input type="text"/>
Designation present/last:	<input type="text"/>
Annual income (Land, Property):	<input type="text"/>
Annual income of the family:	<input type="text"/>
<input type="button" value="Save"/>	

- LVI. Select “Parent” as Father/Mother from the list
- LVII. Select “Highest Degree obtained” of the parent from the list
- LVIII. Enter “Date of Death (if any)”, “Your age at his/her death (if applicable)”, “Designation present/last”, “Annual income (Land, Property)” and “Annual income of the family” in the relevant fields
- LIX. Select “Save” button to save the Parent record
- LX. Repeat above steps from Serial LVI – LIX to further add more parent records (Max 2 records can be entered)
- LXI. If you have any near relatives in government service, then Click on “Add Particulars of Near Relatives in Govt. Service” option, following screen will appear

- LXII. Enter “Name”, “Relation”, “Designation” and “Place of Duty” in the relevant fields
- LXIII. Select “Save” button to save the Near Relatives record
- LXIV. Repeat above steps from Serial LXII – LXIII to further add more near relatives records (Max 3 records can be entered)
- LXV. Click on “Add Brothers/ Sisters Details” option, following screen will appear

- LXVI. Select “Relation” as Brother/Sister/Step Brother/Step Sister from the list
- LXVII. Enter “Age”, “Occupation” and “Education” in relevant fields
- LXVIII. Select “Save” button to save the record
- LXIX. Repeat above steps from Serial LXVI – LXVIII to further add more brothers/sisters records (Max 5 records can be entered)
- LXX. **When complete, please check all entries in the form thoroughly. If any correction is required, it must be done now. Once you click ‘Submit your Application’ button, your application will be submitted and thereafter NO CHANGE WILL BE POSSIBLE.**
- LXXI. Upon submitting application, following message will appear

- LXXII. Please note down carefully your Application Tracking ID (e.g 6016348) for your future reference.
- LXXIII. To take printout of the online application, select 'Print' button and follow instruction as they appear. The printout will comprise of seven (07) pages.
- LXXIV. Your online application submission process is complete.
- LXXV. To print your online application form at later stage, select 'Take Printout' option from the main menu as given below.

Section Officer Promotional Examination (SOPE)	
	Apply Online
	Take Printout
	Retrieve Tracking ID
	Download Guidelines for Applying Online

Do not wait for the closing date, APPLY NOW



Applicants may please note that;

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 - Recent 4 Photographs (attested on back side, mentioning name and father's name)
 - Attested copy of Computerized National Identity Card
 - Attested copies of Computerized National Identity Card
 - Attested copy of Matriculation Certificate showing date of birth. Provisional Certificate/ Result Card/ Marks Sheet is not acceptable
 - Attested copy of Intermediate Certificate. Provisional Certificate/ Result Card/ Marks Sheets is not acceptable.
 - Attested copy of Degree(s).
 - Departmental Permission Certificate (DPC) as per Annex-A of Application Form, for proof of working in Ministry/ Division/ Attached Department in terms of Rules of Business, 1973.
 - In case of Civilian Employees of Armed Forces HQs and their lower formations, attested copy of Office Order/ Notification (mentioning detail of offices and lower formations) issued by the Defence Division, as a proof.
 - Application signed on Page 1 & 6.
 - Any other documents (if attached)
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- LXXVI. Following screen will appear

Take Printout

CNIC	*	<input type="text"/>
Tracking ID	*	<input type="text"/>
Enter Verification Code	*	<div>    </div> <input type="text"/>

Submit

Cancel

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- LXXVII. Enter your CNIC number, Tracking ID of already applied online application and Verification Code. Select 'Submit' button. Following pre-filled seven (07) pages form containing data pertaining to your application will appear;

FEDERAL PUBLIC SERVICE COMMISSION



Website: www.fpsc.gov.pk
Email: fpsc@fpsc.gov.pk
Fax: 051-9213386-9203410
UAN: 051-111-000-248

Sector F-5/1, Aga Khan Road, Islamabad

Online Application Form for

SECTION OFFICERS PROMOTIONAL EXAMINATION-2016

Tracking ID

6016348

Date Applied

01-DEC-16

For Official Use Only	
Receiving Stamp FPSC HQ Provincial/ Regional Office	
Batch No.	Diary No.



- | | |
|---|-------------------------------|
| 1) Name of Applicant: | GHULAM ABBAS |
| 2) Father's/ Husband's Name: | MIR ABBAS |
| 3) Date of Birth: | 12-NOV-85 |
| Age on Closing Date: | 31 Years 1 Month(s) 19 Day(s) |
| 4) CNIC Number: | 22222-2222222-2 |
| 5a) Gender: | Male |
| 5b) Religion: | Muslim |
| 6) If Non-Muslim, whether to be examined in Islamiat: | YES |
| 7a) Self Domicile: | PUNJAB |
| 7b) District of Domicile: | ATTOCK |
| 8 Exam Centre: | ISLAMABAD |
| 9) Postal Address: | STREET 5, ATTOCK, |
| 10a) Mobile Number: | 923234233424 |
| 10b) Phone Office/ Residence: | |
| 10c) E-Mail Address: | abbas@gmail.com |

Applicant's Signature
Date

11) Academic Qualifications:

S.No.	Qualification	Result Declaration Date	Board/ University	Grade/ Div/ CGPA	Principal Subjects
1	MASTERS	17-DEC-13	BISE HYDERABAD	3.22	COMPUTER SCIENCE
2					
3					
4					
5					

12) COURSES/ TRAINING AND RESEARCH PUBLICATION relevant to Office Procedure, Secretariat Working, Administration, Finance or Procurement etc.(on job training etc. Proof must be attached):

S.No.	Name of Course	Institution & Location	Grade	Starting Date	Ending Date	Nature of Training	Weeks
1	FINANCIAL MANAGEMENT	IBA ISLAMABAD	A	07-JUL-16	01-DEC-16	ON JOB	1
2							
3							

13(i) Do you fall in the category of disabled candidate?
(see rule-6 of SOPE Rules, 2015):

NOT CLAIMED

13(ii) Whether being disabled, you need assistance for attempting the question paper through Helper Required?:

NIL

14) EXPERIENCE:

S.No.	Name of Post	BS	Organization/ Ministry/ Division/ Department	From Date	To Date	Status	Nature of Job	Main Duties Performed
1	ASSISTANT	14	FEDERAL PUBLIC SERVICE COMMISSION	03-DEC-14	01-DEC-16	FEDERAL GOVERNMENT SERVANT	PERMANENT	
2								
3								
4								
5								
6								
7								
8								

15) Extraordinary Leave availed (if any):

From: To:

16) DETAILS OF SOPE IN WHICH APPEARED PREVIOUSLY:

S.No.	Year	Roll No.	Status
1	2014	2323	ABSENT
2			
3			

17) LANGUAGES (A=Excellent, B=Good, C=Fair):

S.No.	Language	Read	Write	Speak	Standard
2	English	A	A	A	
2					
3					
4					

18) EXTRA CURRICULAR ACTIVITIES:

S.No.	Year From	Year To	Extra Curricular Activities/ Sports/ Hobbies
2	03-DEC-14	01-DEC-16	Playing Cricket, Reading Newspapers
2			
3			

19 (i) PARTICULARS ABOUT PARENTS:

Parent	Highest Degree obtained	Date of Death (if applicable)	Your age at his/her death (if applicable)	Designation present/ last	Annual Income (Land, Property)	Annual income of the family
FATHER	MASTERS			Director	1000000	2000000

19 (ii) PARTICULARS OF NEAR RELATIVES IN GOVT. SERVICE:

S.No.	Name	Relation	Designation	Place of Duty
1	Ali	Brother	Deputy Director	Karachi
2				
3				

20) PARTICULARS ABOUT APOUSE/ FIANCEE:

- a) Marital Status: SINGLE
- b) Nationality:
- c) Age:
- d) Education:
- e) Occupation:
- f) Designation:

21) BROTHERS/ SISTERS/ STEP BROTHERS/ STEP SISTERS:

S.No.	Relation	Age	Occupation	Education
1	SISTER	34	Teacher	MA
2				
3				
4				
5				

22) Financial Status:

23) Personal Traits/ Interests:

24) Previous Experience of Taking Psychological Test (Year):

25) OPTIONAL PAPERS (200 MARKS):

GROUP - 1		GROUP - 2	
Code No.	Subject Name	Code No.	Subject Name
4	COMPUTER SCIENCE	12	HISTORY OF USA

-6-

26) Please confirm if following documents have been attached with the application in the following sequence. These must be page numbered in continuation of application.

- | | Yes / No (Page#) |
|---|----------------------|
| a Recent 4 Photographs (attested on back side, mentioning name and father's name) | <input type="text"/> |
| b Attested copy of Computerized National Identity Card | <input type="text"/> |
| c Attested copy of Matriculation Certificate showing date of birth. Provisional Certificate/ Result Card/ Marks Sheet is not acceptable. | <input type="text"/> |
| d Attested copy of Intermediate Certificate. Provisional Certificate/ Result Card/ Marks Sheets is not acceptable. | <input type="text"/> |
| e Attested copy of Degree(s). | <input type="text"/> |
| f Departmental Permission Certificate (DPC) as per Annex-A of Application Form, for proof of working in Ministry/ Division/ Attached Department in terms of Rules of Business, 1973. | <input type="text"/> |
| g In case of Civilian Employees of Armed Forces HQs and their lower formations, attested copy of Office Order/ Notification (mentioning detail of offices and lower formations) issued by the Defence Division, as a proof. | <input type="text"/> |
| h Application signed on Page-1 & 6 | <input type="text"/> |
| i Any other documents (if attached) | <input type="text"/> |

27) I certify that the statements I have made in this application form are true to the best of my knowledge and belief. I understand that if any of the above statements is false in any material aspect or omits any material information relevant to my previous examinations, service etc. my application is liable to be rejected and if appointed my appointment is liable to be terminated.

28) Submission of fake/forged documents and any mis-representation or omission discovered even after appointment may render my appointment liable to termination in addition to the action decided by the Commission.

29) I have read and understood the Advertisement and SOPE Rules, 2015 before filling this application form and agree to abide by them. Moreover, I am eligible to apply/ appear in this Examination because I do not fall in category of ineligible candidates as I am Federal Govt. Servant/ Civil Servant of one of the following i.e.

30 (i) NAME OF OFFICE/ ORGANIZATION:

Federal Public Service Commission

(ii) MINISTRY/ DIVISION/ DEPARTMENT NAME FOR FEDERAL SECRETARIAT OR ATTACHED DEPARTMENT EMPLOYEES:

Ministry/ Division

Attached Department:

Applicant's Signature
Date

-7-

No.F.7/1/16-SOPE	
Roll No.:	
Name:	GHULAM ABBAS
Address:	STREET 5, ATTOCK,
Post Code:	

No.F.7/1/16-SOPE	
Roll No.:	
Name:	GHULAM ABBAS
Address:	STREET 5, ATTOCK,
Post Code:	

No.F.7/1/16-SOPE	
Roll No.:	
Name:	GHULAM ABBAS
Address:	STREET 5, ATTOCK,
Post Code:	

No.F.7/1/16-SOPE	
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Name:	GHULAM ABBAS
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Post Code:	

No.F.7/1/16-SOPE	
Roll No.:	
Name:	GHULAM ABBAS
Address:	STREET 5, ATTOCK,
Post Code:	

No.F.7/1/16-SOPE	
Roll No.:	
Name:	GHULAM ABBAS
Address:	STREET 5, ATTOCK,
Post Code:	

Acknowledgement Receipt

FEDERAL PUBLIC SERVICE COMMISSION	
Received Application Form for Section Officers Promotional Examination-2016	
Mr/Ms:	GHULAM ABBAS
Date	





(Seal of the FPSC)
Signatures of FPSC Receiving Clerk

LXXVIII.

Put Signatures on 1st and 6th page of the application form at the designated place. Print out of the duly filled Online Form (i.e. Hardcopy) may be obtained and after signing it, copies of all documents/certificates (as mentioned at sub rule-7 of SOPE Rules) may be attached with it and furnished to FPSC so as to reach the FPSC (Headquarters) within 10 days of the closing date. Preferably, the hardcopies may be dispatched or furnished before the closing date so that delay in transit may be avoided. Onus of proof of dispatch of hardcopy of online form and documents, before the closing date, shall solely lie on the candidate.

LXXIX.

If you forget or could not note your Tracking ID, select 'Retrieve Tracking ID' from the main menu as given below.

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	Apply Online
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 - Departmental Permission Certificate (DPC) as per Annex-A of Application Form, for proof of working in Ministry/ Division/ Attached Department in terms of Rules of Business, 1973.
 - In case of Civilian Employees of Armed Forces HQs and their lower formations, attested copy of Office Order/ Notification (mentioning detail of offices and lower formations) issued by the Defence Division, as a proof.
 - Application signed on Page 1 & 6.
 - Any other documents (if attached)
- Submitting online applications without having required qualification, experience, gender, religion, domicile etc. may cause serious difficulty for the applicant. Similarly, submitting fake/bogus/test online applications may also cause serious difficulty for the applicant in future.

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Following screen will appear

Retrieve Tracking ID	
Select Job	* <input type="text" value="Please Select"/>
CNIC	* <input type="text"/>
Email address	* <input type="text"/>
Enter Verification Code	* <div>    </div> <input type="text"/>
<input type="button" value="Submit"/> <input type="button" value="Cancel"/>	

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Select “Section Officers Promotional Examination – 2016” from the Select job list, enter your CNIC, Email address (exactly which you provided in your online application), and Verification Code as displayed. If all the information matches with the database, only then the Tracking ID will be shown. Note the Tracking ID for future reference.

Retrieve Tracking ID		
Select Job	*	Please Select ▼
CNIC	*	<input type="text"/>
Email address	*	<input type="text"/>
Enter Verification Code	*	<div></div> <input type="text"/>
<div>Submit Cancel</div>		

Please note your tracking ID:

6016348

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