

Islamabad, December 15, 2015.

OFFICE MEMORANDUM


Subject POSTING OF SCIENCE COUNSELLOR (TECHNICAL AFFAIRS) (BS-19),
EMBASSY OF PAKISTAN, BEIJING (CHINA).

The undersigned is directed to state this Ministry has a sanctioned post of Science Counsellor (BS-19) in the Embassy of Pakistan, Beijing (China). This post will fall vacant shortly. Policy guidelines issued by Establishment Division vide O.M.No.No.4/7/81-T.IV dated 28.12.1981, as summarized below may be taken into consideration while nominating officers for the subject post:-

- (a) The nominee fulfils the requirements of the post as detailed in the Job Description (Annex-I).
- (b) The nominee is in the same pay scale, as the post to be filled. Officers from higher or lower pay scales will not be considered.
- (c) The nominee has an overall good record of service particularly during the last five years of service.
- (d) The nominee is at least a graduate or possesses the technical qualification required for the job.
- (e) Persons in promotion zone within the next 2 years will not be considered.
- (f) Those likely to retire during the next 4 years will not be considered.
- (g) An officer should not be posted abroad more than once.

All Ministries/Divisions are requested to send nominations of suitable BS-19 officers duly complete to Ministry of Science & Technology by 30th January, 2016, alongwith following documents (in duplicate). Incomplete nominations and those received after due date will not be entertained:-

- (i) Bio-data.
- (ii) PER synopsis for the last five years.
- (iii) A certificate to the effect that no disciplinary proceedings are pending against the nominee (in respect of APUG officer such certificate shall be issued by the Establishment Division).


(Rana Muhammad Aslam)
Deputy Secretary (Admn)

- (i) All Ministries/Divisions, Islamabad/Rawalpindi.
- (ii) All Organizations of MoST.
- (iii) Heads of Wings of MoST.

Government of Pakistan
Ministry of Science & Technology

JOB DESCRIPTION FOR THE POST OF SCIENCE COUNSELLOR

1. To ensure and maintain liaison with the S&T agencies in the host country (China).
2. Promotion of cooperation between the Pakistan S&T agencies with those of the host country.
3. Assist the establishment of collaborative research & development efforts in various fields between R&D organizations of Pakistan with those of the host country.
4. Acquisition of latest information about scientific and technological development in the host country and its provision to relevant agencies in Pakistan.
5. Assistance to Pakistani Scientists and Technologists on official visits to China (conferences, workshops, seminars etc.).