

# PUNJAB PUBLIC SERVICE COMMISSION, LAHORE

## ADVERTISEMENT NO.13/2025

### APPLY ONLINE (APPLICATION OTHER THAN ON-LINE WILL NOT BE ACCEPTED)

#### COOPERATIVES DEPARTMENT

SR. NO.	CASE NO. & NO. OF POSTS	BASIC SCALE, NAME & NATURE OF POST	PRESCRIBED QUALIFICATION/EXPERIENCE AS PER SERVICE RULES	AGE	GENDER, DOMICILE & PLACE OF POSTING	SYLLABUS FOR WRITTEN EXAMINATION																		
147	07-RK/2025 Total Post=One  (Open Merit)	(BS-17) <b>LADY ASSISTANT REGISTRAR COOPERATIVE SOCIETIES</b>  (On Regular Basis)	i) Bachelor's Degree (Second division) from a University recognized by Higher Education Commission; and ii) Computer literate.	<b>Female:</b> 21 to 28 + 08 = 36 Years  <b>REMAINING PRE-CONDITION:</b> The cutoff date for determining the eligibility as far as age is concerned shall be the 1st January 2025. However, the candidate must fulfill and complete all other pre-conditions/qualifications for the examination on or before the Closing date as given in this Advertisement. The candidates will produce the original certificates at the time of Psychological Assessment and Interview to authenticate their claim in the application form.	<b>GENDER:</b> Female  <b>DOMICILE:</b> Punjab.  <b>PLACE OF POSTING:</b> Anywhere in Punjab.	<div>The written examination will be conducted in the following Four subjects: Written Examination (Four Papers) Total 400 Marks</div> <table><tr><th>Sr.No.</th><th>Papers</th><th>Marks</th></tr><tr><td>(1)</td><td>English Essay and Composition</td><td>100</td></tr><tr><td>(2)</td><td>Urdu Essay and Composition</td><td>100</td></tr><tr><td>(3)</td><td>Pakistan Studies/ Islamic Studies/ General Knowledge / Computer literacy (MCQs).</td><td>100</td></tr><tr><td>(4)</td><td>History of the Cooperative Movement and Cooperatives today (MCQs)</td><td>100</td></tr><tr><td colspan="2"><b>Psychological Assessment and Interview / Viva Voce</b></td><td>200</td></tr></table> <p><b>Note:</b> Non-Muslim candidates have the option either to attempt MCQs on Islamic Studies or the same number of questions in a separate section titled "Ethics".</p>	Sr.No.	Papers	Marks	(1)	English Essay and Composition	100	(2)	Urdu Essay and Composition	100	(3)	Pakistan Studies/ Islamic Studies/ General Knowledge / Computer literacy (MCQs).	100	(4)	History of the Cooperative Movement and Cooperatives today (MCQs)	100	<b>Psychological Assessment and Interview / Viva Voce</b>		200
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**IMPORTANT NOTES:**

i) A Candidate must obtain 40% marks in each paper and 50% marks in the aggregate i.e. 200 marks out of 400 marks to qualify.

ii) Excluding the candidates of the Combined Competitive Examination (PMS), the highest scoring candidates of all the other written examinations will be called for interview at the ratio 1:5 as being practiced in one paper MCQs test of PPSC.

iii) Negative Marking will be done and 0.25 marks will be deducted for each incorrect answer in the MCQ type papers.

iv) Change in the selection of examination centers shall not be allowed.

SR. NO.	CASE NO. & NO. OF POSTS	BASIC SCALE, NAME & NATURE OF POST	PRESCRIBED QUALIFICATION/EXPERIENCE AS PER SERVICE RULES	AGE	GENDER, DOMICILE & PLACE OF POSTING	SYLLABUS FOR WRITTEN EXAMINATION																		
148	08-RK/2025  Total Posts=29 Open Merit=26 Special Persons Quota=02 Minority Quota=01	(BS-17) <b>ASSISTANT REGISTRAR COOPERATIVE SOCIETIES</b>  (On Regular Basis)	i) Bachelor's Degree (Second division) from a University recognized by Higher Education Commission; and ii) Computer literate.	<b>Male:</b> 21 to 28 + 05 = 33 Years  <b>Female:</b> 21 to 28 + 08 = 36 Years  Age & Sex of the Transgender will be based on the contents of their CNIC.  <b>REMAINING PRE-CONDITION:</b> The cutoff date for determining the eligibility as far as age is concerned shall be the 1st January 2025. However, the candidate must fulfill and complete all other pre-conditions/qualifications for the examination on or before the Closing date as given in this Advertisement. The candidates will produce the original certificates at the time of Psychological Assessment and Interview to authenticate their claim in the application form.	<b>GENDER:</b> Male, Female & Transgender  <b>DOMICILE:</b> Punjab.  <b>PLACE OF POSTING:</b> Anywhere in Punjab.	<div>The written Examination will be conducted in the following Four subjects: Total 400 Marks</div> <table><tr><th>Sr. No.</th><th>Papers</th><th>Marks</th></tr><tr><td>(1)</td><td>English Essay and Composition</td><td>100</td></tr><tr><td>(2)</td><td>Urdu Essay and Composition</td><td>100</td></tr><tr><td>(3)</td><td>Pakistan Studies/ Islamic Studies/ General Knowledge / Computer literacy (MCQs).</td><td>100</td></tr><tr><td>(4)</td><td>History of the Cooperative Movement and Cooperatives today (MCQs)</td><td>100</td></tr><tr><td colspan="2"><b>Psychological Assessment and Interview / Viva Voce</b></td><td>200</td></tr></table> <p><b>Note:</b> Non-Muslim candidates have the option either to attempt MCQs on Islamic Studies or the same number of questions in a separate section titled "Ethics".</p>	Sr. No.	Papers	Marks	(1)	English Essay and Composition	100	(2)	Urdu Essay and Composition	100	(3)	Pakistan Studies/ Islamic Studies/ General Knowledge / Computer literacy (MCQs).	100	(4)	History of the Cooperative Movement and Cooperatives today (MCQs)	100	<b>Psychological Assessment and Interview / Viva Voce</b>		200
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iv) Change in the selection of examination centers shall not be allowed.

1.

Please read the "Important Instructions" regarding Application Fee, Written Test, Interview on PPSC website [www.ppsc.gop.pk](http://www.ppsc.gop.pk) before applying online.

2.

The schedules of tests and syllabus, if any, shall be issued only on the official website of PPSC. Therefore, candidates must visit the PPSC website frequently for test schedules, syllabus, and other related information.

3.

Employees of Federal Government or Semi Government and Autonomous Bodies of Federal Government and those of Local Bodies are not entitled to age concession for the period of their service in such organization.

4.

In case a candidate claims that his/her qualification is equivalent to the prescribed qualification, he/she will be required to submit equivalence certificate of his/her foreign/local qualification issued by Higher Education Commission (H.E.C) or Qualification Equivalence Determination Committee (Q.E.D.C) of concerned Department, which will be accepted by the Commission as Final, at the time of interview or whenever asked by the Commission. If a candidate fails to submit Equivalence Certificate issued by the Competent Authority at the time of interview or whenever asked by the Commission, his/her candidature shall be cancelled.

5.

In case, a candidate claims experience of private firm / entity, he / she must bring proof at the time of interview that the firm /entity is registered with SECP, Registrar of Firms or any other Regulatory Authority, failing which his / her application shall be rejected. Candidate must provide proof of registration showing that the concerned private entity had the status of a registered body during the period of experience claimed by the candidate.

6.

In-service candidates will ensure while applying for particular post(s) that they have obtained/ applied for NOC/DPC from their concerned department(s) and will provide the same at the time of interview (if called).

7.

The candidates will ensure while applying for particular post(s) that they have obtained/applied for Registration Certificate from PEC/PNC/PMDC/PMC/PVMC or other relevant regulatory body on or before the closing date and will provide the same at the time of interview (if called).

8.

The candidates will ensure that they will provide marks obtained / total marks or percentage certificate of all degrees, issued by the Competent Authority, at the time of interview. CGPA is not acceptable.

9.

No information, whatsoever, shared by anyone other than on the PPSC's website, is authentic; therefore, candidates must not trust any such information.

10.

The Shorthand Test and Typing & Proficiency Test, if required, will ONLY be held at Lahore.

11.


In case of variation (increase/decrease) in number of post(s) by the concerned department, No Fresh Applications will be invited.

12.

**Applicants are advised to deposit fees online by using the following mediums ONLY i.e. ATMs, Mobile Phone Banking, Internet Banking, Over the counter (by visiting the nearest \*1Link Member Banks Branches), Jazz Cash, Easy Paisa, U Paisa, and other available micro-finance banks. For details, please visit PPSC website at [www.ppsc.gop.pk](http://www.ppsc.gop.pk)**


Important Instructions


Closing Date for Submission of Online Applications





17 April 2025

\*\*\*\*\* AFZAAL AHMAD, SECRETARY PPSC \*\*\*\*\*

 PUNJAB PUBLIC SERVICE COMMISSION  
LDA Plaza, 7-Edgerton Road,  
Lahore

 UAN:  
042-111-988-722

 [www.ppsc.gop.pk](http://www.ppsc.gop.pk)

 Get yourself vaccinated to protect you and your loved ones from COVID-19

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