

Batch No. Serial No. 

(FM-QSP/19-07-00)

**FEDERAL BOARD OF INTERMEDIATE AND SECONDARY EDUCATION, ISLAMABAD****APPLICATION FORM SSC ANNUAL/SUPPLEMENTARY EXAM 2021**Paste 1 x 1  
Picture here

Applying for  1 Chief Secrecy Officer  2 Secrecy Officer  3 Supervisor  4 Super Checker  
 5 Assistant to Chief Secrecy officer  6 Assistant to Secrecy Officer (apply separately for each category)

Name (Accounts Title)   
(IN CAPITAL LETTERS)Gender  1 Male  2 Female DOB  Date of Superannuation (If applicable) 

Qualification	Max. Academic Qualification	Board/University	Years of Passing

Experience	Designation	BPS	Service Status (Regular/Private etc)	Organization/Department	Year of service	
					From	To

Residential Address: \_\_\_\_\_

Account No.  Bank Branch Code 

Bank Name: \_\_\_\_\_

CNIC Phone No. Office (with area code) Residence Mobile No. Other No. **UNDERTAKING**

- I will be available as and when required.
- I do not stand disqualified/debarred from any Board duties/assignments.
- I will abide by all the instructions issued by the Board from time to time.

Dated: \_\_\_\_\_

SIGNATURE OF APPLICANT

**RECOMMENDATION BY HEAD OF INSTITUTION/DEPARTMENT (If applicable)**

I solemnly declare that Mr/Ms \_\_\_\_\_ has been working as \_\_\_\_\_  
Name of the Nominee  
 with \_\_\_\_\_  
Name of Institution/Organization

He/She is capable, honest, trustworthy and hard working to the best of my knowledge. I also certify that he/she does not stand disqualified/debarred from any Board duties/assignments. I recommend his/her nomination as Chief Secrecy Officer/Secrecy Officer/Supervisor/Assistant to Chief Secrecy Officer/Secrecy Officer/Head Examiner with the FBISE, Islamabad. (\*The candidates who are not employed may submit their School/College character certificate and the form must be duly attested by any gazetted officer)

**Name, Signature and Stamp of the Head of Institution/\*Gazetted Officer**

Please enclose an attested copy of the following with the application:

- Certificate/Degree(of the qualification mentioned above)
- CNIC
- Photograph
- Pay slip (if any)

**Incomplete application form in any aspect shall not be entertained.****(Eligibility See overleaf)**

S.No.	State and Assignment	Eligibility
1.	Secrecy Officer / Chief Secrecy Officer	<ul style="list-style-type: none"> <li>➤ Retired educationist i.e. Principal, Headmaster/Headmistress, Teacher and retired Government/Semi-Government /recognized organization Officer BPS-16 or above</li> <li style="text-align: center;">-OR-</li> <li>➤ Graduate/Equivalent (having 02 years experience as Assistant to Secrecy Officer) the compliant</li> </ul>
2.	Supervisors	<ul style="list-style-type: none"> <li>➤ Teachers</li> <li style="text-align: center;">-OR-</li> <li>➤ Intermediate or above with the age of 21 years old or above</li> <li style="text-align: center;">-OR-</li> <li>➤ Retired person (with above mentioned qualification)</li> </ul>
3.	Assistant to Secrecy Officer / Assistant to Chief Secrecy Officer	<ul style="list-style-type: none"> <li>➤ Matriculate with the age of 25 years old or above</li> <li style="text-align: center;">-OR-</li> <li>➤ Intermediate with the age of 21 years old or above</li> <li style="text-align: center;">-OR-</li> <li>➤ Graduate or higher qualification</li> <li style="text-align: center;">-OR-</li> <li>➤ Retired official with said qualification</li> </ul>
4.	Assistant to Head Examiner	<ul style="list-style-type: none"> <li>➤ Graduate or higher qualification</li> <li style="text-align: center;">-OR-</li> <li>➤ Retired official with said qualification</li> </ul>

- Note:**
1. The applicant should be physically and mentally fit in all respects.
  2. In-service persons having relevant qualification may also apply for the engagement of above assignments provided they avail leave from the department concerned and make themselves available for the whole time required by the Board to accomplish the task.
  3. Proforma must be sent to Controller of Examination (Secrecy), FBISE, Islamabad.