

From

Jaleel Ahmed,
District & Sessions Judge,
Muzaffargarh.

To

The Director General,
Publication Relations Punjab,
Lahore.

No. 290 / SKKT Dated: 24 / 11 / 2025

SUBJECT: - PUBLICATION OF ADVERTISEMENT IN NEWSPAPER.

Memo:

Please find enclosed herewith an advertisement for recruitment for publication in a Daily News Paper Local (One English & One Urdu) on or before dated: 26.11.2025 with the direction to intimate this office after publishing the advertisement.

An early action is desired please.



**District & Sessions Judge/Chairman
Sardar Kaura Khan Trust, Muzaffargarh.**

SARDAR KAURA KHAN TRUST (REGISTERED), MUZAFFARGARH

POSITION VACANT

(Daily Wages / Contingent Basis Positions)

Applications are invited from suitable candidates for the following positions **purely on daily wages / contingent basis** for a period of **89 days**, extendable subject to satisfactory performance and requirements of the Trust. The last date for submission of online applications as well as receiving of hard copy to the office of undersigned is **12.12.2025 during office hours**.

| Sr. No. | Name / Nature of Post | No. of Posts | Eligibility |
|----------------|------------------------------------------------------------------------------------------------------------------|---------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 | Accountant (BPS-16) <u>Pay Package:</u> Rs.80,000/- per month lump sum | 01 | <ul style="list-style-type: none"> • Master of Business Administration (MBA) in Finance/Accounts / Bachelor of Business Administration (BBA) Hons 04 year degree course after intermediate/BS Accounts & Finance / Master of Science (MS) in Financial Management; Master of Commerce (M.Com); Minimum (2nd Div) or equivalent in relevant subject from HEC recognized University / Institute, higher qualification will be preferred • 5 Years of experience as Accountant • Candidates having professional qualification or Government Retired persons will be preferred. • Computer literate candidates will be given preference. • Typing speed 30–40 WPM will be an advantage. |
| 2 | Revenue Officer / Tehsildar / Naib Tehsildar (BPS-14) <u>Pay Package:</u> Rs.60,000/- per month lump sum. | 01 | <ul style="list-style-type: none"> • Minimum BA from HEC recognized University. • Retired Tehsildar / Naib Tehsildar will be preferred • Strong knowledge of land revenue laws, recovery procedures, and field operations. • Experience in revenue/land administration will be an asset. • Must be capable of supervising revenue-related field operations. |
| 3 | Patwari (BPS-09) <u>Pay Package:</u> Rs.50,000/- per month lump sum. | 02 | <ul style="list-style-type: none"> • Minimum FA (2nd Division). • Retired Patwari from revenue Department will be given preference. • Experience of land record maintenance, fard issuance, mutation, field surveys, etc. • Computer knowledge (Land Record System) preferred. |
| 4 | Recovery Personnel (BS-03) <u>Pay Package:</u> Rs.45,000/- per month lump sum. | 04 | <ul style="list-style-type: none"> • Matric. • Retired Army Personnel and permanent residents of Tehsil Jatoi and Rajanpur will be given preference • Must be physically active and responsible, as well as capable of field recovery duties. • Experience in relevant fields will be an advantage. |
| 5 | Caretaker cum Gardener Cum Sweeper (BPS-01) <u>Pay Package:</u> Rs.40,000/- per month lump sum. | 01 | <ul style="list-style-type: none"> • Minimum qualification: Literate (Primary / Middle pass preferred). • Only residents of Tehsil Jatoi are eligible to apply. • Must be physically fit and able to perform: <ul style="list-style-type: none"> • Basic caretaking duties • Gardening, plant maintenance, watering, trimming • Sweeping, cleaning, and general office upkeep • Preference will be given to candidates with experience in maintenance, gardening, or janitorial services. • Must be reliable, punctual, and capable of handling multi-task duties as assigned. |

Terms & Conditions: -

1. Advertisement & Online Application:

Applicants must apply **online only** through the given link <https://forms.gle/kpX1UY2dbeoZjeX6>
Detailed advertisement and terms & conditions are available at <https://skkt.dsjmuzaffargarh.com>.

2. Nature of Appointment:

These positions are **purely temporary** on a daily wages / contingent basis. Selected candidates shall have **no right to claim regular appointment**, no future service protection, and no legal standing to pursue any matter related to their hiring, continuation, or termination.

3. Submission of Hard Copies:

A **signed hard copy** of the online application form along with **attested copies** of educational certificates, CNIC, testimonials, experience certificates, retirement orders (if applicable), and a recent passport-size photograph must reach the office of the **District & Sessions Judge / Chairman, Sardar Kaura Khan Trust (Registered), Muzaffargarh** through **registered post/courier only** by the closing date.

- Applications submitted by hand will not be accepted.
- After closing date and time no application shall be accepted.

4. Verification of Credentials:

All documents and information provided by the applicants will be **verified**. In case of any false information, fraud, tampering, or misrepresentation, the candidate's application will be **rejected**, and employment will be **terminated immediately**, with legal action where required.

5. Right of the Trust:

The Trust reserves the absolute right to:

- **Increase or decrease** the number of posts,
- **Withdraw, withhold, or cancel** the recruitment process at any stage,
- **Reject any application** without assigning any reason,
- **Post or transfer** selected daily-wage staff within any project/location under the Trust.

6. Selection Process:

Only **shortlisted candidates** will be called for interview /test. No **TA/DA** will be admissible. The decision of the recruitment/selection committee shall be **final and binding**.

7. Discipline & Performance:

Selected individuals will be required to maintain **discipline, punctuality, confidentiality**, and **satisfactory performance** as per Trust rules. Poor performance, misconduct, or violation of instructions may lead to **immediate disengagement** without notice.

8. Medical & Physical Fitness:

Candidates must be **medically and physically fit** for the assigned duties. The Trust may require a medical fitness certificate prior to engagement.

9. Pay package given in the advertisement may be increased on the basis of excellent performance.

**DISTRICT & SESSIONS JUDGE / CHAIRMAN SARDAR KAURA KHAN TRUST,
(REGISTERED) MUZAFFARGARH.**

