

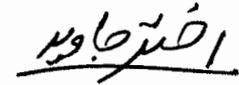
MOST IMMEDIATE

**GOVERNMENT OF PAKISTAN
MINISTRY OF INFORMATION & BROADCASTING
(External Publicity Wing)**

Subject: **WRITTEN TEST FOR POSTING OF OFFICIALS IN INFORMATION SECTIONS ABROAD**

This is to inform that written test regarding the subject cited above is scheduled to be held **at 11:00 am on 09th January, 2024 (Tuesday) at Pakistan Broadcasting Corporation, G-5, Constitution Avenue, Islamabad.**

2. It is requested that the officials of your organization (as per the list attached) may be informed, individually, to appear in the test as per the schedule specified above. They may be advised to reach test venue at 10:00 am.
3. The test will be based on English language skills, secretariat instructions and knowledge about Information Technology (IT). **Specimen paper is attached.**
4. Officials may bring proper stationary (pen, clipboard, etc.). Answer sheets will be provided by the administration.
5. Acknowledgement by the officials may kindly be shared with the Wing till **08.01.2024 (Monday).**



(AKHTAR JAVED)
Director (ISA)
Ph:+92-51-9252269

- **Section Officer (E-I), Ministry of Information & Broadcasting, Islamabad**
 - **Deputy Director (Admin), Directorate of Electronic Media and Publications (DEMP), Islamabad**
 - **Deputy Director (Admin), Press Information Section (PID), Islamabad**
 - **Deputy Director (Admin), Information Service Academy (ISA), Islamabad**
- MOIB (EP Wing)'s u.o. No. 3(2)-2023-EP (ISA), dated 03.01.2024

Copy to:

- Director Minister's Office, Ministry of Information & Broadcasting, Islamabad
- ✓ Director Secretary's Office, Ministry of Information & Broadcasting, Islamabad
- APS to EDG (EP), EP Wing

List of eligible official Main Ministry

Sr. No	Name	Present Scale (BPS)	Present Designation
1.	Mr. Gulazar Ali	16	APS
2.	Mr. Sohail Aftab	16	APS
3.	Mr. Isa Khan	16	APS
4.	Mr. Jabir Hussain	16	APS
5.	Mr. Muhammad Asim Naz	16	APS
6.	Mr. Altaf Hussain	16	APS
7.	Mr. Ajmal Saleem	16	APS
8.	Mr. Waseem Abbas	16	APS
9.	Raja Nangar Soomro	16	APS
10.	Mr. Aamir Khan Satti	16	APS
11.	Mr. Muhammad Aslam	16	APS
12.	Mr. Muhammad Mohsin Ali	16	APS
13.	Mr. Faisal Mehmood	16	APS
14.	Mr. Anjum Shehar Yar	16	APS
15.	Mr. Abdul Haq-I	16	APS
16.	Mr. Muhammad Siddique	16	APS
17.	Rao Abbas Haider	16	Deputy Assistant Director
18.	Mr. Bashir Jabbar	16	Assistant
19.	Mr. Amjad Ali	15/16	Assistant
20.	Mr. Muhammad Hussain	15/16	Assistant
21.	Mr. Muhammad Hashim	15/16	Assistant
22.	Mr. Suleman Abid	15/16	Assistant
23.	Mr. Muhammad Aamir	15/16	Assistant
24.	Mr. Israr Husain	15/16	Assistant
25.	Mr. Zeeshan Naeem	15/16	Assistant
26.	Mr. Niaz Muhammad	15/16	Assistant
27.	Mr. Muhammad Asif Khan	15/16	Assistant
28.	Mr. Muhammad Faizan Ali	15/16	Assistant
29.	Mr. Hamid Mustafa	15/16	Assistant

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30.	Mr. Sabir Hussain	15/16	Assistant
31.	Mr. Kamran Murtaza	15/16	Assistant
32.	Mr. Aamir Faraz	15/16	Assistant
33.	Ms. Sehrish Ahsan	15/16	Assistant
34.	Syed Muhammad Gulzar Husain	15/16	Assistant
35.	Ms. Sobia Rani	15/16	Assistant
36.	Mr. M. Naeem Minhas	15/16	Assistant
37.	Mr. Faisal Ali	15/16	Assistant
38.	Ms. Faiza Tanveer	15/16	Assistant
39.	Ms. Shakaiba Asad	15/16	Assistant
40.	Mr. Shahzad Nabi	15/16	Assistant
41.	Ms. Saira Hafeez	15/16	Assistant
42.	Ms. Asia Bibi	15/16	Assistant
43.	Mr. Baseer Ahmad	15/16	Assistant
44.	Mr. Muhammad Zohaib	15/16	Assistant
45.	Mrs. Zarina Akram	15/16	Assistant
46.	Mr. Azhar Mehmood	15/16	Assistant
47.	Mr. Raja Asif Iqbal	15/16	Assistant
48.	Imran Yousaf	15/16	Assistant
49.	Mr. Aamer Saeed Bhatti	15/16	Assistant
50.	Mr. Muhammad Asghar	15/16	Assistant
51.	Mrs. Samina Zaheer	15/16	Assistant
52.	Mr. Atif Usman	15/16	Assistant
53.	Mr. Jawad Ahmed	15/16	Assistant
54.	Mr. Nasir Ali	15/16	Assistant
55.	Mr. Amjad Ali	14	Stenotypist
56.	Mr. Abdul Haq-II	14	Stenotypist
57.	Mr. Muhammad Ramzan	14	Stenotypist
58.	Mr. Wasif Ahmad	14	Stenotypist
59.	Mr. Muhammad Bilal Ali	14	Stenotypist
60.	Mr. M. Imran Yaqub	14	Stenotypist
61.	Mr. Muhammad Saleem	14	Stenotypist
62.	Mr. Mohsin Obaid	14	Stenotypist
63.	Mr. Atteque Sheikh	14	DEO
64.	Mr. Muhammad Kashif	14	DEO
65.	Mr. Sajjan Ali	16	Artist

List of Eligible official (PID)

Sr.no	Name	Present scale (BSP)	Present Designation
1.	Mr. Mubashir Abbasi	16	Assistant
2.	Mr. Faheem Ijaz	16	Assistant
3.	Mr. Muhammad Hassan Chandio	16	Assistant
4.	Mr. Nasir Iqbal	16	Assistant
5.	Rao Mukhtar Hussain	16	Assistant
6.	Ms. Saima Nasir	16	Assistant
7.	Mr. Qamar uz Zaman	16	Assistant
8.	Mr. Asif Ali Somroo	16	Assistant
9.	Mr. Tariq Mehmood	16	Assistant
10.	Mr. Hussain Abbas	16	Assistant
11.	Ms. Shamsa Kazmi	16	Assistant
12.	Mr. Ahmad Zulqernain Chaudhry	15	Stenotypist
13.	Mr. Muhammad Kashif	15	Stenotypist
14.	Mr. Raza Adeeb	15	Stenotypist
15.	Mr. Majid Ali	15	Stenotypist
16.	Mr. Munawar Iqbal	15	Stenotypist
17.	Mr. Shakeel Ahmad	15	Stenotypist
18.	Mr. Muhammad Wajahat Masood	15	Stenotypist
19.	Mr. Muhammad Masood Khan	15	Stenotypist
20.	Mr. Muhammad Usman	15	Stenotypist
21.	Mr. Meer Jan	15	Stenotypist
22.	Syed Ali Jawad Hamdani	15	Stenotypist
23.	Syed Turab Ali	15	Stenotypist
24.	Mr. Aftab Ahmed Khan	15	Stenotypist
25.	Ms. Taram Nayab Asad	15	Stenotypist
26.	Mr. Abu Bakar Ahsan	15	Stenotypist
27.	Mr. Faisal Mehmood	15	Stenotypist
28.	Muhammad Faisal	15	Stenotypist
29.	Syed Waqas Hussain	15	Stenotypist
30.	Mr. Muhammad Khurram Shahzad	15	Stenotypist
31.	Mr. Azhar Hussain	15	Stenotypist
32.	Mr. Muhammad Imran	15	Stenotypist
33.	Mr. Abdul Sattar	15	Stenotypist
34.	Ms. Alia Kashif	16	AIO
35.	Mr. Noor Ahmad	16	AIO
36.	Mr. Muhammad Yousaf	16	AIO
37.	Mr. Zeeshan Ibrahim	16	AIO
38.	Mrs. Shabnam Ara	16	AIO
39.	Mr. Muhammad Khursheed	16	Editor
40.	Mr. Nazar Hussain	16	AIO
41.	Mr. Muhammad Aqeel	16	AIO
42.	Mr. Ghulam Ali	16	AIO
43.	Mr. Ghulam Dastaghir	16	AIO
44.	Mr. Asad ur Rehman	16	AIO
45.	Mr. Amir Bux Abro	16	AIO
46.	Mr. Muhammd Iqbal	16	AIO
47.	Mr. Muhammad Tufail	15	Information Assistant

48.	Mr. Kashif Riaz	15	Information Assistant
49.	Syed Waseem Haider Naeemi	15	Information Assistant
50.	Mr. Zafar Jabbar	15	Information Assistant
51.	Mr. Naveed Ullah	15	Information Assistant
52.	Mr. Qadeer Hussain	15	Information Assistant
53.	Mr. Farrukh Jamil	15	Information Assistant
54.	Mr. Zahid Shafiq	15	Information Assistant
55.	Mr. Iqbal Hussain Khan	15	Information Assistant
56.	Mr. Abdul Rehman	15	Information Assistant
57.	Mr. Nisar Ali	15	Information Assistant
58.	Mr. Shaheer Ahmed	15	Information Assistant
59.	Mr. Afzal Zaib	16	DAD
60.	Mr. Kashif Mehmood Cheema	16	Assistant Research Officer
61.	Mr. Rehan Feroz	16	Supdt.
62.	Mr. Noor Ali	16	Supdt.
63.	Mr. Shahzad Nabi	16	Supdt.
64.	Mr. Fateh Ali Shah	16	Supdt.
65.	Mr. Kamran Hassan	15	Computer Operator
66.	Ch. Muhammad Umar	15	Computer Operator
67.	Mr. Shabbir Ahmad	15	Computer Operator
68.	Mr. Muhammad Mohyuddin Lughmani	15	Computer Operator
69.	Mr. Burhan Ahmad	15	Computer Operator
70.	Mr. Muhammad Mushtaq	16	Editor
71.	Mr. Muhammad Zahid	16	Editor
72.	Mr. Qaiser Khan	16	Editor
73.	Mr. Rizwan Matloob	16	Editor
74.	Mr. Nadeem Akram	16	AAO
75.	Mr. Muhammad Zakir	16	AAO
76.	Mr. Amir Riaz	16	Accountant
77.	Mr. Muhammad Shahid Qureshi	16	Accountant
78.	Mr. Nasir Abbas Shah	16	Accountant
79.	Mr. Saeed Ahmed	16	Accountant
80.	Ms. Rozina Naz	16	APS
81.	Mr. Abdul Sattar	16	APS
82.	Mr. Ameer Bux	16	APS
83.	Syed Shaukat Abbas	16	APS
84.	Mr. Muhammad Tariq	16	APS
85.	Mr. Tanveer Hussain	16	APS
86.	Mr. Jaffar Hussain Jaffri	16	APS
87.	Mr. Murad Ali	16	APS

List of Eligible Official DEMP

S No.	Name	Present Scale (BPS)	Present Designation
1.	Mr. Shakeel Abdul Wahid	16	Cameraman
2.	Mr. Javeed Miandad	16	Chief Camera Man
3.	Mr. Sangeen Hussain	14	Computer Operators
4.	Mr. Zia ULLAH	14	Computer Operators
5.	Mr. Usman Bashir	14	Computer Operators
6.	Mr. Muhammad Iftikhar	16	Deputy Assistant Director (Art & Design)
7.	Mr. Ch. Nijabat Ali	16	Deputy Assistant Director (Research)
8.	Mr. Shahzada Bilal	16	Film Distribution Officer
9.	Mr. Muhammad Irfan Shafi	16	Film Editor
10.	Mr. Muhammad Mahooq	15	Lay-out Expert
11.	Mr. Adeel Abbas Raja	15	Lay-out Expert
12.	Mr. Salahuddin	15	Lay-out Expert
13.	Mr. Muhammad Nazir Khan	16	Monitoring Supervisor
14.	Mrs. Samina Amir Malik	16	Monitoring Supervisor
15.	Mr. Shafiq Ahmad Solangi	16	Monitoring Supervisor
16.	Mr. Asif Baloch	16	Production Officer
17.	Mr. AmanUllah	14	Research Assistant
18.	Mr. Muhammad Rameez	16	APS
19.	Mr. Muhammad Shafiq, Islamabad	16	APS
20.	Mr. Jamil Akhtar, Peshawar	16	APS
21.	Mr. Muhammad Shafiq, Lahore	16	APS
22.	Mr. Irfan Ahmad	16	APS
23.	Mr.M.Ehsan	14	Steno-Typist
24.	Ms.Humaira Zafar	14	Steno-Typist
25.	Mr.Sanan Khan	14	Steno-Typist
26.	Mr.Imtiaz Rasool	14	Steno-Typist
27.	Mr.M.Adil	14	Steno-Typist
28.	Mr.M.Farooq Ahmad	14	Steno-Typist
29.	Mr.Rafaqat Iqbal	14	Steno-Typist
30.	Mr.M.Asif Ali	14	Steno-Typist
31.	Mr.M.Usman Malik	14	Steno-Typist
32.	Mr. Muhammad Rafique	14	Information Assistant
33.	Mr. Muhammad Usman Anjum	14	Information Assistant

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34.	Mr. Muddasir Farooq	14	Information Assistant
35.	Mr. Kamran Jamil	16	Assistant Lab Superintendents
36.	Mr. Khurram Bashir	15	Assistant
37.	Mr. Usman Munir	15	Assistant
38.	Mr. M Aslam Siddiqui	15	Assistant
39.	Mr. Muhammad Yousaf	15	Assistant
40.	Mr. Fahad Ayub Khan	15	Assistant
41.	Mr. Imran Ali	15	Assistant
42.	Mr. Fawad Ahmed	15	Assistant
43.	Ms. Kulsoom Akhtar	15	Assistant
44.	Mr. M Younas Ali	15	Assistant
45.	Mr. Asim Younas	15	Assistant
46.	Mr. Rehmat Ali	15	Assistant
47.	Mr. Amjad Rasheed	16	Field Exhibition Officer
48.	Mr. Muhammad Usman	16	Monitoring Supervisor

M. S. P. O. 1

List of Eligible official Information Service Academy

Sr.no	Name	Present scale (BSP)	Present Designation
1.	Mr. Shahid Munir	16	Admin officer
2.	Aamir Mehmood	16	Assistant
3.	Mr. Noor Muhammad	15	Steno-typist

M. G. S. 01

Q. No. 2 Translate the following into English:

10 Marks

(i) محنت اس دنیا کی سب سے بڑی حقیقت ہے جس کو جھٹلایا نہیں جاسکتا۔

(ii) ڈر ہے کے چند سال بعد دنیا کا تیل ختم ہو جائے گا۔

(iii) علماء کرام عوام میں انسداد پولیو مہم کے حوالہ سے شعور اجاگر کریں، محفوظ اور روشن مستقبل کیلئے صحت مند زندگی ہمارے بچوں کا حق ہے

(iv) مکہ مکرمہ کے علاقے میں بڑے پیمانے پر سونے کی موجودگی کے امکانات پائے گئے ہیں۔

(v) سوشل میڈیا جیسی ویب سائٹس کی بدولت ہمیں بہت ساری خبروں کا علم کسی بھی نیوز چینل سے نشر ہونے سے پہلے بھی ہو جاتا ہے

Q. No. 3 Correct the following sentences:

05 Marks

a) He always spoke the truth

b) Ali is a honest man.

c) It is raining since morning.

d) He did not went there yesterday.

e) She like mangoes.

Q. No. 4: -

10 Marks

a) Write one difference between Office Memorandum and Demi Official letter
(2 Marks)

b) Define office order and notification (2 Marks)

c) Write two features of a good note (1 Marks)

d) What is different between Supplementary Grant and Technical Supplementary (3 Marks)

e) What is difference between current charge and additional charge of a post? (2 Marks)

Q. No. 5 Write short answers of the followings:

25 Marks

a) What is WAN? Give an example (2+1= 3 Marks)

b) Write names of three input devices (1*3=3 Marks)

c) What is Cache Memory? (2 Marks)

d) Define Memory Address (2 Marks)

e) Which technology is used in compact disks? (2 Marks)

f) Write any three difference between hardware and software (3 Marks)

g) What is the brain of a computer system called? (2 Marks)

h) 1 Gigabyte is equal to? (2 Marks)

i) Which device is required for the Internet connection? (2 Marks)

j) To insert chart in MS Excel, which shortcut key used? (2 Marks)

k) Default file name in MS Excel is? (2 Marks)
