

SINDH EMPLOYEES' SOCIAL SECURITY INSTITUTION
(REVISED) SERVICE REGULATIONS, 2006

PART 1 GENERAL

1. SHORT TITLE, COMMENCEMENT AND APPLICATION:

- (i) These Regulations may be called the Sindh Employees' Social Security Institution (Revised) Service Regulations, 2006.
- (ii) They shall come into force at once.
- (iii) They apply to all persons holding posts in the service except Deputationists.

2. DEFINITIONS:

In these regulations, unless the context otherwise requires, the following expressions shall have the meanings hereby respectively assigned to them, that is to say:-

- (i) "Appendix" means an appendix to these regulations;
- (ii) "Board" means a board of Secondary or Higher Secondary education established by law in Pakistan or any other educational authority or institution declared by the Institution to be a board for the purposes of these regulations;
- (iii) "Chairman" means the Chairman of the Governing Body of the Institution;
- (iv) "Deputationist" means a Government servant or an employee of a statutory body appointed on deputation to the service;
- (v) "Government" means the Government of Sindh;
- (vi) "Governing Body" means the Governing Body of the Institution;
- (vii) "Head Office" means the Head Office of the Institution;
- (viii) "Institution" means the Sindh Employees' Social Security Institution established under sub-section (1) of Section 3 of the Ordinance X of 1965;
- (ix) "Initial Recruitment" means appointment made otherwise than by promotion or transfer from another post in the Service or by deputation of Government servant or any employees of another statutory body;

- (x) “Directorate” means a Directorate of the Institution other than the Head Office under the charge of a Director and where there is no Director, under the charge of any other officer so authorized;
- (xi) “Circle” means a Medical Circle of the Institution other than the Head Office, under the charge of a Senior Medical Officer and where there is no Senior Medical Officer, under the charge of any other Medical Officer so authorized;
- (xii) “Hospital” means a Hospital of the Institution other than the Head Office under the charge of a Medical Superintendent or Administrator and where there is no Medical Superintendent or Administrator, under the charge of any other officer so authorized;
- (xiii) “Region” means a region in relation to a Directorate/Circle/Hospital as indicated in Appendix-‘B’ or as created by the Governing Body;
- (xiv) “Member” means a person holding a post in the service of the Institution;
- (xv) “Ordinance” means the Provincial Employees’ Social Security Ordinance, 1965 (Ordinance No. X of 1965);
- (xvi) “Post” means any post included in Appendix-‘A’ or as sanctioned by the Governing Body;
- (xvii) “Province” means the Province of Sindh;
- (xviii) “Recognized University” means any university incorporated by law in Pakistan and recognized by the University Grants Commission or Higher Education Commission or any other university declared by the Institution to be recognized university for the purpose of these regulations;
- (xix) “Service” means the Sindh Employees’ Social Security Institution Service excluding employment on deputation;
- (xx) “Selection Board/Departmental Promotion Committee” means a selection board/DPC constituted by the appointing authority for the selection of persons for appointment or promotion to any post in various scales in the Service.

PART II RECRUITMENT

3. CONSTITUTION AND COMPOSITION OF SERVICE:

- (1) The Service shall comprise of the posts specified in column 2 of Appendix-‘A’ and such other posts as may be determined by the Governing Body from time to time.
- (2) Members of one cadre shall not be eligible for promotion to a post borne on any other cadre of the Service.
- (3) The posts in the Service shall be classified as indicated in Appendix-‘A’ and as determined by the Government Body.

4. APPOINTING AUTHORITY:

Appointments to the Service shall be made by the authority mentioned in column 6 of Appendix- ‘A’ in respect of each post. In case such authority is the Governing Body, it may delegate powers to the Commissioner and in case such authority is the Commissioner, he may delegate his powers to an officer not below the rank of BS-18.

5. METHOD OF RECRUITMENT:

- (1) Recruitment to the service shall be made by the method specified in column 4 of Appendix-‘A’ in respect of each post.
- (2) Appointment by initial recruitment and promotion to the posts in BS-5 and above shall be made on the recommendations of respective Selection Board/ DPC.
- (3) Initial recruitment to the posts specified in Appendix-‘A’ shall be made on merit according to rural/ urban quota at the ratio of 60:40 respectively.
- (4) Vacancies of posts in BS-1 to 4 specified in Appendix-‘A’ to be filled by initial recruitment shall be made from amongst the residents of the Region of the Directorate/Circle/Hospital where the vacancies occur.
- (5) Subject to the provisions of Clauses (3) & (4) any member of the service, regardless of his rank and age shall be eligible for appointment by initial recruitment to any vacancy in service, provided he possesses the qualifications prescribed for such post in column 3 of Appendix-‘A’.
- (6) Any member of the service may be required by the appointing authority to appear in a test as and when it may so require during

probation to prove his competence in respect of the post which he may be holding.

- (7) (a) Vacancies in all the posts in the service to be filled by promotion, shall be filled by selection based on Seniority-cum-Fitness within a maximum period of three months from the date the vacancy occurs.
- (b) Vacancies in the posts of Deputy Directors and above in the service to be filled by promotion shall be filled by selection based only on Seniority-cum-Fitness in the relevant cadre.
- (c) In no circumstances a person shall be promoted beyond an immediately higher post unless he completes the length of service required for such post.

6. AGE:

No person shall be appointed to a post in the service by initial recruitment who is less than the minimum age or more than the maximum age specified in respect of the post in column 5 Appendix-‘A’.

The maximum age limit for the purpose of initial recruitment may be relaxed in case of suitable candidates upto one year by the Commissioner and upto five years by the Governing Body or upto the period as may be relaxed by the Government.

7. QUALIFICATION:

No person shall be appointed to a post in the service by initial recruitment unless he:-

- (a) Possesses the qualifications prescribed for the post in column 3 of Appendix-‘A’ (Merit regarding qualification to be determined in the order of precedence prescribed in Appendix-‘C’);
- (b) Produces certificates of good character from two persons, not being his relatives, who are well acquainted with his character and antecedents.
- (c) Produces a certificate of physical fitness from the Medical Officer authorized in this behalf by the Institution.

PART III CONDITIONS OF SERVICE

8. PROBATION:

(1) A person appointed to the service against a substantive vacancy shall remain on probation for a period of two years, if appointed by initial recruitment, and for a period of one year, if appointed by promotion.

EXPLANATION-

(1) Officiating service and service spent on deputation to a corresponding or a higher post may be allowed to count towards the period of probation.

(2) On completion of the period of probation of a member of the service, the appointing authority may confirm him in his appointment, or if his work or conduct has, in the opinion of such authority, not been satisfactory :-

(a) in case he has been appointed by initial recruitment, dispense with his service; or

(b) in case he has been appointed, otherwise, revert him to his former post; or

(c) extend the period of probation by a period not exceeding one year, and during or on the expiry of such period, pass such orders as it could have passed during or on the expiry of the initial probationary period; provided that where the appointing authority is the Governing Body or the Commissioner, the period of probation may be extended by one year without assigning any reason.

- Explanation
- | | |
|-----|---|
| I. | If no orders have been passed by the day following the completion of the initial probationary period the period of probation shall be deemed to have been extended, and |
| II. | If no orders have been passed by the day on which the maximum period of probation expires the probation shall be deemed to have been confirmed in his appointment from the date on which the period of probation was last extended or may be deemed to have been so extended. |

9. SENIORITY:

(1) There shall be a separate seniority list in each cadre and scale of officers and officials.

(2) The appointing authority shall, in the month of January every year, prepare or, as the case may be, revise the seniority list under sub-clause (1) above.

(3) The seniority of a member of the service shall be reckoned from the date of his regular appointment.

(4) No appointment made on adhoc basis shall be regularized retrospectively.

(5) Inter-se-seniority of members of service appointed in a batch or on the same date shall be determined:-

(a) in the case of persons appointed by initial recruitment, in the order of merit assigned by the selection authority, and if such authority is either not competent to assign such order of merit or has omitted to do so and is unable to overcome the omission for reasons beyond its control, the seniority shall be determined by the appointing authority:

Provided further that a person selected in earlier selection shall rank senior to a person selected in a later selection;

(b) in the case of persons appointed by promotion on the basis of their inter-se-seniority in the lower post;

(c) In the case of persons appointed by initial recruitment vis-à-vis persons appointed by promotion, on the basis that the persons appointed by promotion shall rank senior to the persons appointed by initial recruitment;

(d) In the case of persons not covered by clauses (a) to (c) on the basis that persons older in age shall rank senior to persons younger in age.

(6) A person appointed by transfer, shall rank junior to all other persons appointed before him on the regular basis and the persons appointed with him in the same batch or on the same day by promotion or initial recruitment;

(7) A member of the service who is not promoted on his turn on the ground that:-

(i) his seniority is under dispute or is not determined; or

(ii) he is on deputation, training or leave; or

(iii) disciplinary proceedings are pending against him; or

(iv) he is not considered for promotion for any reason other than his unfitness for promotions; shall on subsequent promotion,

subject to any order made by the competent authority in this behalf, for the purpose of inter-se-seniority in the higher post be deemed to have been promoted in the same batch as his juniors.

10. LIABILITY TO TRANSFER AND SERVE:

Members of the Service shall be liable to transfer and to serve in any other equivalent post in the same cadre in the service within the province.

11. TERMINATION OF SERVICES AFTER CONFIRMATION:

The services of a confirmed employee shall be liable for termination in accordance with the provisions of the Removal from Service (Special Powers) Sindh Ordinance, 2000 or any other law as may be adopted by the Institution.

12. SELECTION BOARD:

(1) In case of posts 18 & above, selection board will be as decided by the Governing Body.

(2) In case of all other posts, the Commissioner may constitute selection committee of not less than three members.

13. GROUP INSURANCE COVER:

The employees of the Institutions shall be entitled to the Group Insurance cover in accordance with the Government Rules as may be revised from time to time.

14. GENERAL RULES:

In all matters not expressly provided in these Regulations, members of the service shall be governed by such other Regulations or orders as have been or may hereafter be prescribed or passed by the Governing Body and made applicable to them. The Governing Body may pass any order in emergent circumstances in the interest of the Institution.

15. DELEGATION:

The Governing Body may delegate its powers under these regulations to the Commissioner of the Institution, and the Commissioner may delegate his powers under these Regulations to an Officer of the Institution, not below the rank of Officer of BPS-18.

16. **POWERS TO SAFEGUARD RIGHTS OF THE MEMBERS OF THE SERVICE:**

Whenever in the application of these Regulations the terms and conditions of service of any member of the service as guaranteed by any law, rule or regulation for the time being in force are likely to be adversely affected, the Governing Body shall cause appropriate orders to be made to safeguard the constitutional and legal rights of such members.

17. **EXEMPTION:**

The Governing Body may exempt the enforcement of any or all of the regulations in the interests of the Institution.

18. **RETIREMENT:**

The Institution shall follow the same age of retirement for its employees as fixed by the Government.

19. Two per centum of total appointment shall be made from amongst the disabled persons as defined in Disabled Persons (Employment and Rehabilitation) Ordinance, 1981.

20. The Governing Body or committee constituted by it shall act as Appellate Authority in matters/dispute arising out of and in the implementation of these Regulations.

21. The Institution shall get guidance and possibly follow the rules of the Government in all matters relating to the service not expressly provided herein.

22. The Sindh Employees' Social Security Institution Service Regulations 1976, shall be repealed on final publication of these Regulations.

APPENDIX- 'A'
(See Regulations 3, 4, 5, 6 &7)

Serial. No.	Nomenclature of the Post	Minimum Qualification prescribed for appointment by initial recruitment	Method of recruitment	Minimum and maximum age prescribed for appointment by initial recruitment	Appointing Authority in case of initial recruitment
1	2	3	4	5	6
1	<u>ADMINISTRATION</u> Director (Administration) BS-19	-	By promotion from amongst the members of service holding posts of Directors in BS-18 having atleast 12 years service in BS-17 and above on seniority-cum-fitness basis.	-	Governing Body
2	Director (Contribution & Benefits) BS-19	-	-do-	-	-do-
3	Director BS-19	-	-do-	-	-do-
4	Director BS-19 (Audit/Finance/Accounts)	-	By promotion from amongst the members of service holding posts of Directors in BS-18 (Audit/Finance/Accounts) having atleast 12 years service in BS-17 and above on seniority-cum-fitness basis.	-	-do-
5	Director BS-18	-	By promotion from amongst the members of service holding posts of Deputy Directors having atleast 3 years experience in BS-17 on seniority-cum-fitness basis.	-	-do-
6	Director BS-18 (Audit/Finance/Accounts)	-	By promotion from amongst the members of service holding posts of Deputy Directors (Audit/Finance/Accounts cadre) having atleast three years experience in BS-17 on seniority-cum-fitness basis.	-	-do-

7	Director Engineering BS-18	B.E. (Civil) 2nd class with atleast seven years experience in the field.	By promotion from amongst the members of service holding posts of Site Engineers/Assistant Engineers on seniority-cum-fitness basis possessing required qualification. If no suitable candidate is available with in the service, then by direct recruitment.	25-35 years	Governing Body
8	Director Public Relations Wing-cum-Training & Research Institute BS-18 (Ex-cadre)	Master degree 2 nd class in Journalism/Mass Communication with minimum five years experience in the relevant field.	By promotion from amongst the members of service holding posts of Deputy Directors PRW-cum-TRI possessing required qualification. If no suitable candidate is available with in the service, then by direct recruitment.	-do-	-do-
9	Director Information Technology BS-18 (Ex-cadre)	Master degree 2nd class in Computer Science/Bachelor of Computer and Information Systems Engineering programme with minimum three years experience in the relevant field.	By initial recruitment.	25-35 years	-do-
10	Media Consultant Female BS-18 (Ex-cadre)	Master degree 2nd class in Mass Communication with minimum three years experience in the relevant field.	By initial recruitment.	-do-	-do-
11	Deputy Director/Administrative-cum-Security Officer/Administrative Officer BS-17	-	By promotion from amongst the members of service holding posts of Social Security Officer and P.S. to Chairman/Commissioner, having atleast 3 years service as such.	-	Commissioner
12	Deputy Director (Audit/Accounts cadre) BS-17	-	By promotion from amongst the members of service holding posts of Accounts/Audit Officers, having 3 years minimum service as such.	-	-do-
13	Deputy Director (Public Relations) BS-17 (Ex-cadre)	Master degree 2nd class in Journalism/Mass Communication with atleast	By initial recruitment.	25-35 years	-do-

		three years experience in the relevant field.			
14	Deputy Director (Research & Statistics) BS-17 (Ex-cadre)	Master's degree 2nd class in Statistics with atleast three years experience in the relevant field.	By initial recruitment.	25-35 years	Commissioner
15	Deputy Director Training BS-17 (Ex-cadre)	Master's degree 2nd class in any of the Social Science preferably Sociology, Social Work with atleast three years experience of teaching and research.	-do-	-do-	-do-
16	Audit/Accounts Officer BS-17 (Against 25% up-graded posts)	-	By promotion from amongst the members of service holding posts of Audit/Accounts Officers in BS-16 on seniority-cum-fitness basis.	-	-do-
17	Social Security Officer BS-17 (Against 25% up-graded posts)	-	By promotion from amongst the members of service holding posts of Social Security Officers in BS-16 on seniority-cum-fitness basis.	-	-do-
18	Computer Programmer BS-17	Degree 2nd class in Computer Science with one year Diploma in Computer Programming and three years experience in the relevant field.	By promotion from amongst members of the service holding posts of Data Entry Operators possessing required qualification and experience on seniority-cum-fitness basis. If no suitable candidate is available with in the service, then by direct recruitment.	25-35 years	-do-
19	Statistical Officer BS-17 (Ex-cadre)	M.Sc. in Statistics with three years experience in the relevant field.	By initial recruitment.	25-35 years	-do-
20	Assistant Engineer BS-16	B.E. (Civil) with three years experience in the relevant field.	By promotion from amongst members of the service holding posts of Site Engineers possessing required qualification & experience on seniority-cum-fitness basis. If no suitable candidate is available with in the service, then by direct recruitment.	-do-	-do-

21	Law Officer BS-16	Law Graduate 2nd class, having atleast three years experience in the field.	By initial recruitment.	-do-	Commissioner
22	Social Security Officer BS-16	M.A. 2nd class in Social Science having three years experience.	i) 50% by initial recruitment ii) 50% by promotion (40% from Assistants and 10% from Stenographers or Graduate Data Entry Operators having atleast 10 years service) on seniority-cum-fitness basis.	-do-	-do-
23	Accounts/Audit Officer BS-16	B.Com 2nd Division preferably with 5 years experience of accounts and audit work.	i) 25% by initial recruitment ii) 75% by promotion from amongst the members of service holding post of Cashiers on seniority-cum-fitness basis.	25-35 years	-do-
24	Social Welfare Officer BS-16 (Ex-cadre)	M.A. 2nd class in Social Work or Sociology with three years experience in the relevant field.	By initial recruitment.	-do-	-do-
25	P.S. to Chairman Governing Body BS-16	Graduate 2nd class preferably knowing shorthand and its transcription.	By direct recruitment according to the choice of the Chairman, Governing Body.	-do-	-do-
26	P.S. to Commissioner BS-16	Graduate 2nd class knowing shorthand at a speed of 120 w.p.m. and transcription at a speed of 40 w. p.m. preferably with five years experience as a Stenographer.	By promotion from amongst the members of service holding posts of Stenographers in BS-16 on seniority-cum-fitness basis or by direct recruitment.	-do-	-do-
27	Transport Officer BS-16	Diploma of Associate Engineer (Auto) with three years experience in the relevant field.	By initial recruitment.	-do-	-do-
28	Site Engineer BS-16	Diploma of Associate Engineer (Civil) with 5 years experience in the relevant field.	By promotion from amongst members of service holding posts of Sub-Engineers possessing required qualification and experience on seniority-cum-fitness basis. If no suitable candidate is available with in the service, then by direct recruitment.	25-35 years	-do-

29	Stenographer BS-15	Matric 2nd class knowing shorthand at a speed of 100 w.p.m. and transcription at a speed of 30 w.p.m. preferably with 2 years experience as Stenographer.	50% by initial recruitment and 50% by promotion from amongst members of service holding posts of Stenotypists on seniority-cum-fitness basis.	18-30 years	Commissioner
30	Stenotypist BS-12	Matric 2nd class knowing short hand at a speed of 80 w.p.m. and transcription at a speed of 30 w.p.m. preferably with 2 years experience as Stenotypist.	By initial recruitment.	-do-	-do-
31	Cashier BS-12	-	By promotion from amongst the members of service holding posts of Accounts/Audit Assistant on seniority-cum-fitness basis.	-	-do-
32	Pesh Imam BS-12	Dars-e-Nizami, with three years experience.	By initial recruitment.	18-35 years	-do-
33	Data Entry Operator BS-12	Intermediate 2nd class and diploma in Information Technology/Computer Science with one year experience in the relevant field.	By initial recruitment.	18-30 years	-do-
34	Sub-Engineer BS-11	Diploma of Associate Engineer (Civil/Electrical) with 3 years experience in the relevant field.	By initial recruitment.	-do-	-do-
35	Assistant BS-11	Graduate 2nd class preferably with 2 years experience and computer knowledge.	50% by initial recruitment and 50% by promotion from amongst members of service holding posts of Junior Clerks possessing B.Com. on seniority-cum-fitness basis.	-do-	-do-
36	Accounts/Audit Assistant BS-11	B.Com. 2nd class preferably with 2 years experience of accounts and audit work.	50% by initial recruitment and 50% by promotion from amongst members of service holding posts of Junior Clerks possessing B.Com. on seniority-cum-fitness basis.	-do-	-do-

37	Librarian BS-11	Graduate 2nd class and Diploma in Library Science preferably with 3 years experience in the relevant field.	By initial recruitment.	18-30 years	Commissioner
38	Photographer BS-11	Intermediate with two years experience as photographer.	-do-	-do-	-do-
39	Supervisor BS-9	Matriculate and certificate of Civil Engineering with 3 years experience in the relevant field.	-do-	-do-	-do-
40	Draughtsman BS-9	Matriculate and certificate of Draughtsmanship with 3 years experience in the relevant field.	-do	-do-	-do-
41	Estimator BS-9	Matriculate and certificate of Estimator with 3 years experience in the relevant field.	-do-	-do-	-do-
42	Security Supervisor BS-8	Matric with five years experience as Chowkidar/ Security Supervisor.	By promotion from amongst the members of service holding posts of Head Chowkidars/Supervisors.	-	-do-
43	Generator Operator BS-7	Wireman Licence with 3 years experience in the relevant field.	By initial recruitment.	18-30 years	-do-
44	Auto Mechanic BS-6	Certificate in Auto Technology from recognized Polytechnic Institute with 3 years practical experience.	-do-	-do-	-do-
45	Junior Clerk BS-5	Matriculate knowing typing at a speed of 30 w.p.m.	By initial recruitment. 25% from amongst the members of service possessing required qualification.	-do-	-do-
46	Driver/Dispatch Rider BS-5	Driving Licence and special certificate of physical fitness with 3years experience in the relevant field.	By initial recruitment.	-do-	-do-

47	Work Mistry BS-5	Literate with 2 years experience in the relevant field.	By initial recruitment.	-do-	Commissioner
48	Lift Operator BS-5	Literate with 3 years experience as Lift Operator.	-do-	-do-	-do-
49	Electrician BS-5	Wireman licence with 3 years experience as Electrician.	-do-	18-30 years	-do-
50	Plumber BS-5	License of plumbing with 3 years experience in the relevant field.	-do-	-do-	-do-
51	Carpenter BS-5	Literate with five years experience in carpentry work.	-do-	-do-	-do-
52	Telephone Operator BS-5	Matriculate having 2 years experience as Telephone Operator.	-do-	-do-	-do-
53	Photo Copier BS-5	Matriculate having 2 years experience in the relevant field.	-do-	-do-	-do-
54	Mason BS-4	Literate with five years experience in Masonry work.	-do-	-do-	-do-
55	Cushion Maker BS-4	Literate with five years experience in the relevant field.	-do-	-do-	-do-
56	Painter BS-3	Literate with five years experience in painting work.	-do-	18-30 years	-do-
57	Daftari BS-2	Middle with practical knowledge of operating a duplicating machine.	By promotion from amongst the members of service holding posts of Naib Qasids/ Chowkidars possessing required qualification.	-do-	-do-
58	Tailor BS-2	Literate with some experience in the relevant field.	By initial recruitment.	-do-	-do-
59	* Head Qasid BS-2	Literate with experience in the relevant field.	-do-	-do-	-do-
60	Head Chowkidar/Supervisor BS-2	Literate with experience in the relevant field.	By promotion from amongst the members of service holding posts of Chowkidars.	-	-do-

61	Assistant Electrician BS-1	Literate with some practical experience.	By initial recruitment.	18-30 years	Commissioner
62	Naib Qasid BS-1	Literate, should be able to ride bicycle.	-do-	-do-	-do-
63	Helper BS-1	Literate, should be able to ride bicycle.	-do-	18-30 years	-do-
64	Pump Operator BS-1	Literate with some practical experience.	-do-	-do-	-do-
65	Mali BS-1	Literate with some practical experience.	-do-	-do-	-do-
66	Mehtar BS-1	Literate.	-do-	-do-	-do-
67	Welder BS-1	Literate with three years in the relevant field, preferably Diploma in Welding.	-do-	-do-	-do-
68	Workshop Helper BS-1	Literate, should be able to ride bicycle.	-do-	-do-	-do-
69	Chowkidar BS-1	Literate with some practical experience.	-do-	-do-	-do-

MEDICAL SIDE

70	Medical Superintendent BS-19	M.B.B.S. with 12 years experience of hospital administration. Preferably Post Graduation degree or Diploma.	By transfer from amongst the members of service holding equivalent posts in BS-19 on seniority-cum-fitness basis. If no suitable candidate is available within the service, then by direct recruitment.	30-45 years	By Governing Body
71	Senior Medical Officer BS-19/20	-	By transfer from amongst the members of service holding posts of M.Os./ L. M.Os. in BS-19 on seniority-cum-fitness basis.	-	-do-
72	Administrator BS-18 (Ex-cadre)	MBA 2nd class from a recognized Institute and Diploma in Hospital Management with three years practical experience.	By initial recruitment.	30-40 years	-do-
73	Director Medical Administration BS-18/19	-	By transfer from amongst the members of service holding posts of Director on Administration side.	-	-do-
74	Deputy Medical Superintendent BS-18	-	By transfer from amongst the members of service holding posts of BS-18 on seniority-cum-fitness basis.	-	-do-
75	Dermatologist(Skin Specialist) BS-18	M.B.B.S., M .R. C.P./ F.C.P.S./ M.C.P.S. or equivalent with 3 years post diploma experience.	By initial recruitment.	30-40 years	-do-
76	Chest Physician BS-18	M.B.B.S., M.R.C.P./ F.C.P.S. or D.T.C.D./ M.C.P.S. or equivalent with 3 years post diploma experience.	By initial recruitment.	30-40 years	-do-
77	Psychiatrist BS-18	M.B.B.S., M.R.C.P.(Psys), F.C.P.S. or M.C.P./ D.P.M. or equivalent with 3 years post diploma experience.	By initial recruitment.	30-40 years	-do-
78	Pediatrician BS-18	M.B.B.S., M.R.C.P./ F.C.P.S. or D.C.H. or equivalent with 3 years post diploma experience.	By initial recruitment.	30-40 years	-do-
79	Surgeon(General) BS-18	M.B.B.S., F.R.C.S. or	By initial recruitment.	30-40 years	-do-

		F.C.P.S. or M.C.P.S. or equivalent with 3 years post diploma experience.			
80	Surgeon (Orthopedic) BS -18	M.B.B.S., F.R.C.S. (Ortho) or F.C.P.S. or equivalent with 3 years post diploma experience.	By initial recruitment.	30-40 years	By Governing Body
81	ENT Specialist BS-18	M.B.B.S.,F.R.C.S/ F.C.P.S or D.L.O./M.C.P.S. or equivalent with 3 years post diploma experience.	By initial recruitment.	30-40 years	-do-
82	Physician (General Medicine) BS-18	M.B.B.S., M.R.C.P. or F.C.P.S. or equivalent with 3 years post diploma experience.	By initial recruitment.	30-40 years	-do-
83	Neuro Physician BS-18	M.B.B.S., M.C.P.S., F.C.P.S./ M.R.C.P. or equivalent with 3 years post diploma experience.	By initial recruitment.	30-40 years	-do-
84	Pathologist BS-18	M.B.B.S., M. Phil / F.C.P.S. or D. Path/ M.C.P.S. or equivalent with 3 years post diploma experience.	By initial recruitment.	30-40 years	-do-
85	Sonologist BS-18	M.B.B.S / F.C.P.S. or D.M.R.E / D.M.R.D/ M.C.P.S. or equivalent with 3 years post diploma experience.	By initial recruitment.	30-40 years	-do-
86	Cardiologist BS-18	M.B.B.S. /F.R.C.P./M.R.C.P. or F.C.P.S. in cardiology or diploma in cardiology or equivalent with 3 years post diploma experience	By initial recruitment.	30-40 years	-do-
87	Anaesthetist`BS-18	M.B.B.S. /F.A.R.C.S/F.C.P.S. or D.A./M.C.P.S. or equivalent with 3 years post diploma experience.	By initial recruitment.	30-40 years	-do-

88	Gynaecologist BS-18	M.B.B.S., M.R.C.O.G or F.C.P.S., D.G.O./ D.R.C.O.G./M.C.P.S. or equivalent with 3 years post diploma experience.	By initial recruitment.	30-40 years	By Governing Body
89	Eye Specialist BS-18	M.B.B.S., F.R.C.S. or D.O./ M.C.P.S. or equivalent with 3 years post diploma experience	By initial recruitment.	30-40 years	-do-
90	Radiologist BS-18	M.B.B.S., F.C.P.S. or D.M.R.E./D.M.R.D./M.C.P.S. or equivalent with 3 years post diploma experience.	By initial recruitment.	30-40 years	-do-
91	Senior Registrar BS-18	M.B.B.S., F.C.P.S. or M.C.P.S. or equivalent with 3 years post diploma experience.	By initial recruitment.	25-35 years	-do-
92	Medical Officer / Lady Medical Officer BS-17	-	By transfer from amongst the members of service holding posts of R.M.O.s/L.R.M.O.s on seniority-cum-fitness basis.	-	Commissioner
93	Dental Surgeon BS-17	B.D.S. with atleast three years experience in the relevant field.	By initial recruitment.	22-30 years	-do-
94	Resident Medical Officer/ Lady Resident Medical Officer (3-4 years tenure post) BS-17	M.B.B.S. with one year House Job (atleast six months in the relevant specialty)	By initial recruitment.	22-30 years	-do-
95	Matron BS-17	-	By promotion from amongst the member of service holding posts of Nursing Sisters on seniority-cum-fitness basis.	-	-do-
96	Deputy Senior Medical Officer (Admn) BS-17	-	By transfer from amongst the members of service holding posts of M.O.s/L.M .O.s.	-	-do-
97	Physiotherapist BS-17	B.Sc. (Physiotherapy)/ 2nd class with three years experience in the relevant field.	By initial recruitment.	22-30 years	-do-

98	Pharmacist BS-17	M. Pharmacy 2nd class or B. Pharmacy 2nd class with three years experience in the relevant field.	By initial recruitment.	22-30 years	Commissioner
99	Tutor Sister BS-17	-	By promotion from amongst the member of service holding posts of Nursing Sisters on seniority-cum-fitness basis.	-	-do-
100	Occupational Therapist BS-17	B.Sc. 2nd class in Occupational Therapy with 3 years experience or B.Sc. 2nd class with Diploma in Occupational Therapy and 3 years experience , relaxable upto 2 years in case suitable candidate is not available.	By initial recruitment.	22-30 years	-do-
101	Medical Technologist BS-17	M. Sc. 2nd class (Micro-Biology or Bio-Chemistry or B. Sc. 2nd class Medical Technology with three years experience in the relevant field.	By initial recruitment.	22-30 years	-do-
102	Dietician BS-17	M.A., M. Sc. 2nd class in Home Economics or B.Sc. 2nd class in Home Economic with three years experience in hospital of good repute.	By initial recruitment.	22-30 years	-do-
103	X-Ray Technologist BS-17	B.Sc. 2nd class and Diploma in the relevant field from a recognized University/ Institution with at last 3 years professional experience.	By initial recruitment.	22-30 years	-do-
104	C.T. Scan Technologist BS-16	B.Sc. 2nd class and Diploma in the relevant field from a recognized University /Institution with at last 3 years professional experience.	By initial recruitment.	22-30 years	-do-
105	Bio-Medical Technologist BS-16	B. Sc. 2nd class in Bio-Medical Technology or DAE	By initial recruitment.	22-30 years	-do-

		in relevant field with three years practical experience.			
106	Psychologist BS-16	M.A./ M. Sc. (Psychology) 2nd class with three years clinical experience.	By initial recruitment.	22-30 years	Commissioner
107	Nursing Sister BS-16	Registered 'A' Grade Nurse, Registered Midwife Diploma in Ward Administration and Diploma in teaching from recognized Institute with 3 years experience after registration excluding training period.	50% by direct recruitment and 50% by promotion from amongst the members of service holding posts of staff Nurses on seniority-cum-fitness basis.	22-30 years	-do-
108	Staff Nurse BS-14	Matric 2nd class & Diploma in Nursing and Midwifery with 3 years experience. Condition of Midwifery relaxable in case qualified from SESSI Nursing School.	By initial recruitment.	18-30 years	-do-
109	Assistant Diet Supervisor BS-11	B. Sc. 2nd class and Diploma in Cookery from recognized Institute with 3 years experience of Kitchen work. Experience relaxable in case suitable candidate is not available.	By initial recruitment.	18-30 years	-do-
110	House Keeper BS-10	Matric 2nd class with 3 years experience of house-keeping in a hospital.	By initial recruitment.	18-30 years	-do-
111	Store Keeper BS-10	-	By promotion from amongst the members of service holding posts of Assistant Store Keeper on seniority-cum-fitness basis and in case no suitable candidate is available, then from amongst the members of service holding posts of Dispensers on seniority-cum-fitness basis.	-	-do-

112	Operation Theatre Technician BS-9	Matric Science 2nd class and Certificate from Sindh State Medical Faculty with one year experience in the relevant field.	50% by direct recruitment and 50% by promotion from amongst the members of service holding posts of Assistant Operation Theater Technicians possessing required qualification on seniority-cum-fitness basis.	18-30 years	Commissioner
113	Laboratory Technician BS-9	Matric Science 2nd class and Certificate from Sindh State Medical Faculty with one year experience in the relevant field.	50% by direct recruitment and 50% by promotion from amongst the members of service holding posts of Laboratory Assistants possessing required qualification on seniority-cum-fitness basis.	18-30 years	-do-
114	Dental Technician BS-9	Matric Science 2nd class and Diploma in Dentistry from a recognized Institute with one year experience in the relevant field.	By initial recruitment.	18-30 years	-do-
115	Physiotherapy Technician BS-9	Matric Science 2nd class and Certificate from Sindh State Medical Faculty with one year experience in the relevant field.	By initial recruitment.	18-30 years	-do-
116	Phacoyag Technician BS-9	Matric Science 2nd class and Certificate from Sindh State Medical Faculty with one year experience in the relevant field.	By initial recruitment.	18-30 years	-do-
117	Echo Technician BS-9	Matric Science 2nd class and Certificate from Sindh State Medical Faculty with one year experience in the relevant field.	By initial recruitment.	18-30 years	-do-
118	Dialysis Technician BS-9	Matric Science 2nd class and Certificate from Sindh State Medical Faculty or from SIUT with one year experience in the relevant field.	By initial recruitment.	18-30 years	-do-

119	E.C.G Technician BS-9	Matric Science 2nd class and Certificate from Sindh State Medical Faculty with one year experience in the relevant field.	By initial recruitment.	18-30 years	Commissioner
120	Audiometrician BS-9	Matric Science 2nd class and Certificate from Sindh State Medical Faculty or atleast five years experience of working with any E.N.T. Specialist.	By initial recruitment.	18-30 years	-do-
121	X-Ray Technician BS-9	Matric Science 2nd class and Certificate from Sindh State Medical Faculty with one year experience in the relevant field.	50% by direct recruitment and 50% by promotion from amongst the members of service holding posts of Dark Room Assistants possessing required qualification on seniority- cum-fitness basis.	18-30 years	-do-
122	Assistant Store Keeper BS-8	-	By promotion from amongst the members of service holding posts of Ward Masters on seniority-cum-fitness basis.	-	-do-
123	Steward BS-8	-	By promotion from amongst the members of service holding posts of Ward Masters on seniority-cum-fitness basis.	-	-do-
124	Ward Master BS-7	Matric 2nd class with 3years experience in the relevant field.	By initial recruitment.	18-30 years	-do-
125	Laboratory Assistant BS-6	Matric 2nd class with atleast 2 years experience in the relevant field.	By initial recruitment.	18-30 years	-do-
126	Assistant Operation Theatre Technician BS-6	Matric Science 2nd class with three years experience in the relevant field.	By initial recruitment.	18-30 years	-do-
127	Assistant Occupational Therapy Technician BS-6	Matric Science 2nd class with three years experience in the relevant field.	By initial recruitment.	18-30 years	-do-
128	Refractionist BS-6	Matric Science 2nd class and Certificate from Eye	By initial recruitment.	18-30 years	-do-

		Specialist of repute with three years experience in the relevant field.			
129	Head Cook BS-6	Matric with atleast three years experience in cooking.	By promotion from amongst the members of service holding posts of cook possessing the required qualification.	18-30 years	Commissioner
130	Dispenser BS-6	Matric Science 2nd class and Certificate from Sindh State Medical Faculty with one year experience in the relevant field.	By initial recruitment.	18-30 years	-do-
131	Midwife BS-6	Matric 2nd class and Diploma in Midwifery from Pakistan Nursing Council or its equivalent with one year experience in the relevant field.	By initial recruitment.	18-30 years	-do-
132	*Lady Health Visitor BS-6	Matric 2nd class and Diploma in Midwifery from Pakistan Nursing Council or its equivalent with one year experience in the relevant field.	By initial recruitment.	18-30 years	-do-
133	* Dresser BS-5	Matric Science 2nd class and Certificate from Sindh State Medical Faculty with one year experience in the relevant field.	By initial recruitment.	18-30 years	-do-
134	* Junior Nurse BS-5	Matric Science 2nd class with three years experience in the relevant field.	By initial recruitment.	18-30 years	-do-
135	Dark Room Assistant BS-5	Matric Science 2nd class with three years experience in the relevant field.	By initial recruitment.	18-30 years	-do-
136	Nurse Aid BS-4 (50% Male & 50% Female)	Matric Science 2nd class and Certificate of Nurse Aid Training from recognized	By initial recruitment.	18-30 years	-do-

		Institution with one year experience in the relevant field.			
137	* Nursing Orderly BS-4	Matric Science 2nd class and Certificate of Nurse Aid Training from recognized Institution with one year experienced in the relevant field.	By initial recruitment.	18-30 years	Commissioner
138	Ward Boy BS-4	Matric Science 2nd class with one year experience in the relevant field.	By initial recruitment.	18-30 years	-do-
139	Cook BS-3	Literate with two years experience in the relevant field.	By initial recruitment.	18-30 years	-do-
140	* Ward Boy BS-2	Non-Matric with some experience in the relevant field.	By initial recruitment.	18-30 years	-do-
141	* Dai BS-2	Literate with atleast two years experience in the relevant field.	By initial recruitment.	18-30 years	-do-
142	Assistant Cook BS-1	Literate with atleast One year experience in the relevant field.	By initial recruitment.	18-30 years	-do-
143	Ward Bearer BS-1	Literate with some experience in the relevant field.	By initial recruitment.	18-30 years	-do-
144	Lady Attendant BS-1	Literate with some experience in the relevant field	By initial recruitment.	18-30 years	-do-

*** Note: Dying posts. No fresh appointments are to be made.**

APPENDIX-‘B’

(See Regulation-2 (xiii))

Directorates/Circles/Hospitals		Region
Directorates	SITE(West), SITE(East), City, West Wharf , F.B. Area, Korangi, Landhi	Karachi
Circles	SITE, City, Landhi, Korangi	
Hospitals	K.V.S.S. SITE, S.S. Landhi.	
Directorate	Hyderabad	Hyderabad
Circle	Hyderabad	
Hospital	Hyderabad	
Directorate	Kotri	Dadu
Circle	Kotri	
Directorate	Sukkur	Sukkur
Circle	Sukkur	

APPENDIX-‘C’
[See Regulation 7(a)]

ORDER OF PRECEDENCE OF ACADEMIC QUALIFICATIONS FOR NON-TECHNICAL POSTS

SPECIAL DEGREES

- 1) D. Sc., LLD., D.Litt.
- 2) Ph. D, D. Phil
- 3) M.A. or B.A. from Oxford or Cambridge or M. Sc.from London School of Economics.
- 4) M.A. or M. Sc. of Universities in U.S.A. and Canada.
- 5) M.A. or M. Sc. of European Universities.

Ordinary Degrees of Indo/Pak Universities			Class				
6)	1.	M.A. Social Work	I	II	III		
	2.	M.A. Sociology	I	II	III		
	3.	M. Sc. or M.A. Mathematics or Statistics	I	II	III		
	4.	M.A. Economics	I	II	III		
	5.	M.A. Public Administration	I	II	III		
	6.	M.B.A.	I	II	III		
	7.	M.A. Political Science, Philosophy, Geography		I	II	III	
	8.	M.A. History, Languages, Literature, Library Science, etc.			I	II	III
7)	1.	B.A. with Social Work	I	II	III		
	2.	B.A. with Sociology	I	II	III		
	3.	B.Sc. or B.A. with Mathematics or Statistics	I	II	III		
	4.	B.A. Economics	I	II	III		
	5.	B.A. Public Administration	I	II	III		
	6.	B.A. Business Administration	I	II	III		
	7.	B.A. Political Science, Philosophy, Geography,		I	II	III	
	8.	B.A. History, Languages, Literature, Library Science, etc.			I	II	III

NOTE No. 1.- This order of precedence is only for purpose of recruitment to non-technical services of the Sindh Employees’ Social Security Institution and has been prepared with a view to giving preference to these subjects the knowledge of which may be useful for the Institution. It

should not be taken to mean that the Institution regards this gradation as absolute for all purposes.

NOTE No. 2.- This order of precedence shall not apply to persons with professional qualifications prescribed in column 3 of Appendix-‘A’.