



GOVERNMENT OF SINDH HEALTH DEPARTMENT

Karachi, the dated 31st January, 2020

NOTIFICATION

NO:SO(PM-II)10-735/2020:- In pursuance of Finance Department's Circular No.FD(SR-I)2-22/2014/I.T/Pt-I, dated 10-01-2020, Health Department, Government of Sindh allow up-gradation of the posts of Computer Operator (BS-7/8) / Computer Operator / Data Entry Operator (BS-11/12) / Computer Operator / Data Processing Officer (BS-16), in all sub-ordinate offices of Health Department, Government of Sindh, with effect from 10-01-2020, subject to fulfillment of all required codal formalities as tabulated under and from clearance of the Scrutiny Committee of Health Department:-

Sr. No	Existing Nomenclature	Required prescribed qualification for up-gradation	Revised Designation with BPS on up-gradation
A	B	C	D
01.	Computer Operator (BPS-7/8)	Intermediate (at least 2 nd Division) plus 6 Months Training in MS office with 40 wpm speed on computer typing.	Junior Computer Operator (BPS-12)
02.	Computer Operator / Data Entry Operator (BPS-11/12)	Graduation plus 6 Months Training in MS Office / BCS Degree (at least 2 nd Division) having three years experience or equivalent degree.	Senior Computer Operator (BPS-16)
03.	Computer Operator / Data Processing Officer (BPS-16)	Graduation plus 6 Months Training in MS Office / BCS Degree (at least 2 nd Division) plus three years experience as Computer Operator / Senior Computer Operator / Data Processing Officer (BPS-16) and in case of fresh appointment prescribed qualification would be MCS/MS(IT)/B.E (Computer System/Science) etc, from HEC recognized University.	Senior Data Processing Officer (BPS-17)

02. The Health Department, Government of Sindh has been pleased to constitute a Scrutiny Committee to verify the required prescribed qualification for up-gradation of above mentioned posts as at **column No.C** so as to implement the up-gradation in letter & spirit:-

01	Additional Secretary (General / PM&I)	Chairman
02.	Deputy Secretary (Budget)	Member
03.	Section Officer (PM-II)	Member

Terms of References (ToRs):-

- To verify the required prescribed qualification for up-gradation of the post of **Computer Operator (BPS-7/8)** i.e. Intermediate (at least 2nd Division) plus 6 Months Training in MS office with 40 wpm speed on computer typing.
- To verify the required prescribed qualification for up-gradation of the post of **Computer Operator / Data Entry Operator (BPS-11/12)** i.e. Graduation plus 6 Months Training in MS Office / BCS Degree (at least 2nd Division) having three years experience or equivalent degree.
- To verify the required prescribed qualification for up-gradation of the post of **Computer Operator / Data Processing Officer (BPS-16)** i.e. Graduation plus 6 Months Training in MS Office / BCS Degree (at least 2nd Division) plus three years experience as Computer Operator / Senior Computer Operator / Data Processing Officer (BS-16) and in case of fresh appointment prescribed qualification would be MCS/MS (IT)/B.E (Computer System/Science) etc. from HEC recognized University.



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IRFAN ALI ARAIN
Section Officer (PM-II)
Health Department
Government Of Sindh Karachi
31/01/2020

- SECRETARY HEALTH -
GOVERNMENT OF SINDH

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