



# GOVERNMENT OF PAKISTAN NATIONAL DATABASE & REGISTRATION AUTHORITY



## WE ARE HIRING

Under the provisions of Regulation 9, 10 and 11 of NADRA Employees (Service) Regulations, 2002, online applications from Residents of respective Tehsils are invited for the positions below:-

Post & Age	Qualification & Experience	Tehsil	Job Location	No. of Posts
<b>Deputy Assistant Director (Office-in-Charge)</b>  Age (Max): 30 Years	<ul style="list-style-type: none"><li>16 years HEC verified education in Management/Business Administration/Computer Science/Information Technology or equivalent in a related field</li><li>Degrees must be attested from HEC</li><li>Preferably 1x Year relevant experience</li></ul>	Muzaffargarh	NRC Chowk Qureshi	1
<b>Junior Executive (Data Entry Operator)</b>  Age (Max): 25 Years	<ul style="list-style-type: none"><li>Intermediate or equivalent</li><li>Preferably 1x Year relevant experience</li></ul>			9
<b>Naib Qasid</b>  Age (Max): 40 Years	<ul style="list-style-type: none"><li>Middle</li><li>Preferably 1x Year relevant Experience</li></ul>			1

### **Terms and Conditions:**

- Residents from respective Tehsil as per CNIC/Domicile will be allowed for Test & Interview.
- Fresh graduates are encouraged to apply.
- Selected candidate will undergo a 6 months' probation period, extendable subject to performance.
- Management reserves the right to withhold/cancel the recruitment process, and accept/reject any application at any stage without assigning any reason.
- Interested candidates must bring original documents i.e., Personal, Educational & Professional for test as per specified time. **Requests for consideration after lapse of time will not be entertained.**
- 5 years age relaxation is already included in above age limit. **No further request for relaxation shall be entertained.**
- Only shortlisted candidates after qualifying the test will be called for interview (**for Deputy Assistant Director & Junior Executive**).
- Employees serving in Government/Semi-Government departments must provide No Objection Certificate (NOC) at the time of test.
- Attested degrees/certificates from Higher Education Commission (HEC)/respective educational boards must be provided at the time of interview.
- Candidate shall be disqualified if false information is provided at any stage.
- Selected candidate shall provide Medical Fitness and Character Certificates.
- Appointment is being made against a specific location; therefore, no request for transfer shall be entertained.
- Electronic gadgets such as mobile phone, smart watch etc. will not be allowed during test/interview.
- No TA/DA will be admissible for Test & Interview.

15. Females, Minority, Transgenders and Differently-abled candidates are encouraged to apply.

16. For further details and to apply, please visit <https://careers.nadra.gov.pk/> or **scan the QR Code** below. Sample test and application guide can be viewed under the **Downloads** section.

17. Deadline for submission of applications is **8<sup>th</sup> March, 2026** and **online applications will be accepted**.

**Note:- Selected candidates shall neither confer any entitlement of permanent appointment nor be regularized.**

**HR Directorate  
National Database & Registration Authority  
State Bank of Pakistan, Shahrah-e-Jamhuriat, Sector G-5/2, Islamabad**

