

IMPORTANT POLICIES

- ❖ **Application Deadline:** The last date for submission of applications is August 5, 2024.
- ❖ Incomplete applications or those received after the due date will not be entertained.
- ❖ Those applying for the position of Assistant Director (Operations) need not submit separate applications for the post of Executive Officer (Operations), as a single written test covers both positions. Candidates who do not qualify for the Assistant Director position will automatically be considered for the Executive Officer position based on their respective Provincial/Regional Quota merit order.
- ❖ Similarly, those applying for the position of Assistant Director (Office) need not submit separate applications for the post of Executive Officer (Office), as a single written test covers both positions. Candidates who do not qualify for the Assistant Director position will automatically be considered for the Executive Officer position based on their respective Provincial/Regional Quota merit order.
- ❖ Selected candidates will undergo a probationary period of at least one year. Employees currently working in Government, Semi-Government and Government-controlled Organizations must submit a No Objection Certificate (NOC) from their respective organization at the time of interview.
- ❖ Age & Qualification will be considered as of the last date for submission of applications.
- ❖ No TA/DA will be admissible for appearing in the written test or interview.
- ❖ The candidates appearing for the interview(s) must bring their original CNIC, original educational certificates duly verified by HEC along with two sets of attested photocopies and verified experience certificate(s) where required.
- ❖ Concealment or providing misleading information will disqualify the candidate at any stage of recruitment even after selection.
- ❖ The Institution reserves the right to stop the recruitment process at any stage OR to increase or decrease the number of vacancies.
- ❖ Selected Candidates may be posted anywhere across Pakistan. However, positions in the Finance, Office, Law & IT Cadres are exclusively based at the Head Office in Karachi.

Written Test & Interview:

- ❖ Candidates applying for various positions will undergo a written test designed and administered by the Lahore University of Management Sciences (LUMS), Lahore. The passing percentage for the written test is set at 60%.
- ❖ The test will be conducted in five major cities: Karachi, Lahore, Islamabad, Peshawar and Quetta. The LUMS test team will inform candidates about the venue, date, and time of the tests. LUMS will communicate the test results to both the candidates and EOBI.
- ❖ Interviews for successful candidates will be conducted by EOBI, with the schedule to be announced by EOBI. The weightage of the written test will be 70% and interview weightage shall be 30%. The passing percentage for interviews is set at 60%.

How to Apply:

- ❖ LUMS has hosted a dedicated written test portal, accessible at <https://eobi.lums.edu.pk/>. This website provides candidates with all relevant test-related details, including the advertisement, eligibility criteria, registration of applicants, online application forms, syllabus for each post and the weightage of each part of the syllabus, sample tests (when available) and all other necessary information regarding the written tests.