

## **IMPORTANT ANNOUNCEMENT**

All candidates who have qualified the Ability Test (Short Hand) and Typing Test conducted by the Educational Testing and Evaluation Agency (ETEA) for the post of **Junior Scale Stenographer (BPS-14)** for **Zone-II**, in the Directorate of Archives & Libraries Department are hereby directed to submit the following documents for scrutiny and verification on or before **22-07-2026**:

1. Updated C.V.
2. Attested photocopies of all educational documents, including Detailed Marks Certificates (DMCs), certificates, degrees and Domicile.
3. Attested copies of experience certificates, if any.
4. Attested copy of the applicant's Computerized National Identity Card (CNIC).
5. Attested copy of the applicant's father CNIC.
6. Two recent passport-size photos, duly attested on the back side.
7. Character Certificate duly attested by two Gazetted Officers (BPS-17 or above).

**Note:** Candidates are advised to ensure that all required documents are complete and properly attested before submission. Incomplete submissions or failure to provide the requisite documents within the stipulated time may result in disqualification from the selection process.



**Incharge, Establishment (Litigation Section)  
Directorate of Archives & Libraries, Peshawar.**

## **SUBJECT: SUBMISSION OF DOCUMENTS**

TITLE OF POST APPLIED FOR: \_\_\_\_\_

CANDIDATE NAME \_\_\_\_\_ FATHER NAME: \_\_\_\_\_

CNIC NO: \_\_\_\_\_ DISTRICT: \_\_\_\_\_

ETEA ROLL NUMBER: \_\_\_\_\_ CONTACT NUMBER: \_\_\_\_\_

Attach the attested photocopies of the documents, Write page number on each on every document that you attach.

S.No & Page No	Document Title				Present (√)
1.	Updated CV				
2.	Two recent passport size picture (attested on back side)				
3.	Applicant and Father CNIC photocopy				
4.	Matric Certificate				
5.	Matric Detail Marks Certificates DMC	Obtained Marks / Total Marks	/	_____ %	Session:
Institute					
6.	Intermediate Certificate				
7.	Intermediate Detail Marks Certificates DMC	Obtained Marks / Total Marks	/	_____ %	Session:
Institute					
8.	Bachelor Degree(s)				
9.	Bachelor DMC / Transcript	Obtained Marks / Total Marks	/	_____ %	Session:
Institute					
10.	Master Degree(s)				
11.	Master DMC / Transcript	Obtained Marks / Total Marks	/	_____ %	Session:
Institute					
12.	MS/M.Phil. Degree				
13.	MS/M.Phil. DMC / Transcript	Obtained Marks / Total Marks	/	_____ %	Session:
Institute					
14.	Diploma i.e DIT etc	Obtained Marks / Total Marks	/	_____ %	Session:
Institute					
15.	Domicile Certificate				
16.	Character Certificates Duly attested by two Gazetted Officers (BPS-17 or above)				
17.	Departmental Permission Certificate (if Government Servant)				
18.	Experience Certificate(s)				
19.	Others				
20.					
21.					

Candidate's Signature \_\_\_\_\_ Dated \_\_\_\_\_