



GOVERNMENT OF KHYBER PAKHTUNKHWA
ELEMENTARY & SECONDARY EDUCATION
DEPARTMENT

NO. SO(B/T)/E&SE/10-1/BISEs KP Vol-16/Advt

Dated: Peshawar, the 3rd September, 2025

**POSTING OF CHAIRMEN, SECRETARIES & CONTROLLERS OF EXAMINATIONS
IN BOARDS OF INTERMEDIATE & SECONDARY EDUCATION (BISEs), KHYBER
PAKHTUNKHWA**

Applications are invited from the permanent employees of the Establishment Department, Elementary & Secondary Education Department, and Higher Education Department of the Government of Khyber Pakhtunkhwa for posting against the following posts on deputation basis:

1. Chairman - BISE Abbottabad & Malakand
2. Secretary - BISE Bannu & Swat
3. Controller of Examinations BISE Bannu

I. ELIGIBILITY CRITERIA (MANDATORY):

Candidates must:

- Be a permanent employee in the same BPS grade as the post.
- Be under 56 years of age on the last date for submission of application.
- **Must not** be under inquiry (e.g., disciplinary proceedings, NAB, ACE).

II. SHORTLISTING CRITERIA (Total 60 Marks):

A. For the Post of CHAIRMAN:

#	Criteria	Sub criteria	Marks
i.	Academic Qualifications	- PhD	15
		- M.Phil/MS	14
		- Master's Degree	13
ii.	Professional Experience	Not less than 20 years working experience including 10 years administrative experience.	20
		Not less than 17 years working experience including 10 years administrative experience	17

iii.	Relevant Certification/Training	At least 06 months accredited course from recognized training institution in Education Management/ administration/Leadership or other relevant field OR completion of Senior Management Course	05
iv.	Previous performance evaluation	Last 5 Years PERs (4 marks for each outstanding ,3 marks for each Very Good & 1 mark for good)	20

B. For the Posts of SECRETARY & CONTROLLER OF EXAMINATIONS:

#	Criteria	Sub criteria	Marks
i.	Academic Qualifications	- PhD	15
		- M.Phil/MS	14
		- Master's Degree	13
ii.	Professional Experience	Not less than 15 years working experience including 10 years administrative experience	20
		Not less than 12 years working experience including 07 years administrative experience	17
		Not less than 10 years working experience including 05 years administrative experience	15
iii.	Relevant Certification/Training	At least 03 months accredited course from recognized training institution in Education Management/ administration/Leadership or other relevant field OR completion of Mid-career Management Course	05
iv.	Previous performance evaluation	Last 5 Years PERs (4 marks for each outstanding ,3 marks for each Very Good & 1 mark for good)	20

III. COMPETITIVE INTERVIEW (Total 40 Marks):

Shortlisted candidates (top 5-10 per post based on shortlisting marks) will be called for a competitive interview before a Search & Scrutiny Committee. The interview will be based on the following criteria:

- Leadership & Strategic Vision (08 Marks)
- Governance & Administration (08 Marks)
- Technical Expertise & IT Integration (08 Marks)
- Communication & Interpersonal Skills (08 Marks)
- Problem Solving and Innovation (08 Marks)

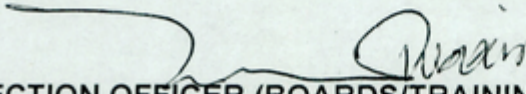
The interview will include a Q&A session and a demo presentation of 10-15 minutes (for Chairman) and 7-10 minutes (for Secretary/Controller) on examination reforms and modernization trends.

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GENERAL INSTRUCTIONS:

1. Interested candidates must submit their detailed CVs/applications along with attested copies of all relevant documents (educational certificates, experience certificates, training certifications, PERs for the last 05 years, CNIC, etc.) to this Department.
2. Applications must be submitted through proper channel.
3. The department reserves the right to accept or reject any application without assigning any reason.
4. Only short-listed candidates will be called for the interview. No TA/DA will be admissible.
5. Incomplete applications or those received after the due date will not be entertained.

LAST DATE FOR SUBMISSION OF APPLICATION: The application, along with all documents, must reach this office within **15 days** from the date of publication of this advertisement.


SECTION OFFICER (BOARDS/TRAINING)
Elementary & Secondary Education Department
Government of Khyber Pakhtunkhwa
[Block A, Civil Secretariat, Peshawar]