



House Building Finance Company Limited

Career Opportunity

House Building Finance Company (HBFC) is country's premier housing finance institution, providing affordable housing solutions to the low-middle income group of the population. The Company operates through its deep rooted and national footprint of 51 branches with Head Office in Karachi. As a part of organizational transformation and to strengthen its human resource base, HBFC is looking for self-driven and result-oriented graduates for the position of Junior Officers.

Eligibility

- **Qualification:** Minimum Bachelors Degree (14 years of education) with at least 60% marks where percentage system is applied or 2.5 out of 4.0 or 3.5 out of 5.0 where GPA system is applicable from HEC recognized institutions in the subjects of Economics, Commerce, Finance, Accounting, Business / Public Administration, Computer Science, Mathematics and Statistics.
- **Age:** Maximum 24 years as on last date of submission of application. Age limit shall be relaxed by three years for candidates from Gilgit-Baltistan / FATA, AJK and Balochistan. Age limit for HBFC employees shall be relaxed by five years, provided they meet other requirements.

Selection

Candidates shall be required to appear in the written test and interview. Selection of 20 qualified candidates shall be made as per provincial/ regional quota.

Compensation

Selected candidates will be placed on training for a period of six (06) months during which they will be paid stipend of Rs.20,000/- per month. After successful completion of training, they will be offered regular employment in the Company as Junior Officer.

Posting

Selected candidates may be posted in any HBFC branch/ office across the country.

Application

Interested candidates meeting the above mentioned eligibility criteria are advised to fill online Application Form available at National Testing Service (NTS) website www.nts.org.pk. The application form along with bank deposit slip and required documents shall be sent to NTS Headquarters, Islamabad.

Application Closing Date: July 10, 2019

Please mark the envelope with the position applied for. Only short listed candidates will be contacted. Incomplete or applications received after the last date will not be entertained. Female candidates are encouraged to apply.

Misinformation or any attempt to influence the selection process will be considered a definite disqualification at any stage of the process for current as well as for all future recruitments in HBFC, even if the candidate is otherwise qualified.



House Building Finance Company Limited
Head Office: 3rd Floor, Block-C, Finance & Trade
Center, Shahrah-e-Faisal, Karachi.
Tel: 021-35632113

PID(K)0000/18

“SAY NO TO DRUGS”

20 x 2

20-06-2019

INSTRUCTIONS FOR THE APPLICANTS

JUNIOR OFFICERS

Number of Positions

- Twenty (20)

Posting

- Branch/ Office located across the country.

Written Test

- The written test shall comprise of following sections:
 - **English** (Comprehension, synonymous, Idioms, Sentence Completion)
 - **Analytical Skills** (Arithmetic, Average, Percentage, Ratio & Proportions, Sequence)
 - **General Knowledge** (Pakistan and World current affairs and Pakistan Economy)

Interview Calls

- Candidates securing minimum 50% aggregate marks (with at least 40% in each section) will be called for interview.
- The maximum interview ratio will be 4:1. Accordingly, four candidates will be invited for interview against one position.

Merit List

- Final merit list for selection of Junior Officer shall be prepared on the basis of written test and panel interview as per following percentages:

Written Test	Panel Interview
60%	40%