

JOB DESCRIPTION OF SECTION OFFICER-IV, SERVICES WING, SGA&CD

- Establishment of Officers of Provincial Secretariat Service (BS-17) i.e. appointment (through SPSC), promotion, transfer and posting, disciplinary proceedings and retirement etc.
- Establishment of Officers of Provincial Secretariat Service (BS-18) i.e. promotion, transfer and posting, disciplinary proceedings and retirement etc.
- Establishment of Assistant Protocol Officers (BS-16), Protocol Officers (BS-17), Director Protocol (BS-18) & Deputy Director Protocol (BS-19) of Protocol Cell, SGA&CD. i.e. appointment (on the recommendation of SPSC), promotion, transfer and posting, disciplinary proceedings and retirement etc.
- Seniority Lists of BS-18 of Ex-Cadre Officers
- Establishment of Enquiries & Anti-Corruption Establishment
- Establishment of Sindh Public Service Commission