



PAKISTAN
WATER AND POWER DEVELOPMENT AUTHORITY

Telephone 9202211/3159

Office of the
General Manager Finance (Power)
B-48 Wapda House, Lahore.

Telegrams WAPDA LAHORE

No. 5859-67 /GMFP/ Admn/EG-286/WASC Islamabad Dated 11-06-2025

OFFICE ORDER

Member (Power) WAPDA being the competent authority has been pleased to accord approval to the continued retention of following posts of the office of GM/Principal, WAPDA Administrative Staff College Islamabad for the financial year 2024-25:-

Sr.No	Nomenclature of the Post	BPS	No. of Posts
A	Faculty Section		
1	GM/CE/DG/Principal	20	01
2	Director General (Training)	20	01
3	Director (Sr.Management Course)	19	01
4	Director (Trg,Res & Development)	19	01
5	Director (Other course)	19	01
6	Director (PGC/Dipl Courses)	19	01
7	Sr.Instructor (Finance)	18	01
8	Dy.Manager (A&F)	18	01
9	Sr.Instructor (Computer)	18	01
10	Sr.Instructor (Management)	18	02
11	Sr.Instructor (Engg.Management)	18	01
12	AD (Coordination) Courses	17	01
13	AD (P/SA)	17	01
	Sub Total		14
B	Admn Section		
1	Director (HR & Admn)	19	01
2	Assistant Director (Admn)	17	01
3	Sr. Superintendent	16	01
4	Assistant Private Secretary	16	05
5	Admn. Assistant	15	01
6	AV Specialist	16	01
7	Data Entry Operator	15	01
8	Imam-cum-Khatib	15	01
9	Stenographer Grade-II	14	02
10	Senior Clerk	13	01
11	Jr.Clerk	11	05
12	Moazzan-cum-Khadim	05	01
13	Laboratory Attendant	05	01
14	Naib Qasid	01	06
15	Class Attendant	01	04
16	Lab. Attendant	01	01
	Sub Total		33
C	Accounts Section		
1	Assistant Manager (A&F)	17	01

Sr. N	Nomenclature of Posts	BPS	No. of Posts
2	Accounts Assistants	15	02
3	Cashier	15	01
	Sub Total		04
D	Civil Section		
1	Sr. Storekeeper	15	01
2	Caretaker	14	01
3	A.C. Mechanic	08	01
4	PABX Operator	07	02
5	Electrician	05	02
6	Plumber	05	02
7	Carpenter	05	01
8	Pump Operator	05	02
9	Gestetner Operator	05	01
10	Electrician Helper	03	01
11	Plumber Helper	03	01
12	A.C. Mechanic Helper	03	01
13	Mali/Baldar	01	06
14	Sanitary Worker	01	08
15	Store Cooly	01	01
	Sub Total		31
E	Security Section		
1	Security Inspector	15	01
2	Leading Fire Man	14	01
3	Security Sergeant	08	02
4	Head Fireman	11	01
5	Security Guard	06	10
6	Fire Man	09	03
7	Chowkidar	01	04
	Sub Total		22
F	Mess Section		
1	Hostel Warden	14	01
2	Cook	08	01
3	Hostel Attendant	07	02
4	Head Bearer	06	01
5	Bearer/Waiter	04	03
6	Masalchi	01	01
7	Tandoorchi	06	01
8	Sanitary Worker	01	03
9	Dish Washer	01	01
10	Attendant	01	01
11	Class Attendant	01	02
	Sub Total		17

5859-64

11-06-2025

3

Sr. N	Nomenclature of Posts	BPS	No. of Posts
G	Transport Section		
1	Transport Supervisor	14	01
2	Driver (As per road worthy vehicle)	06	06
3	Bus Conductor	03	01
	Sub Total		08
H	Library Section		
1	Librarian	16	01
2	Library Assistant	14	01
	Sub Total		02
	Total		131

Member (Power) has accorded approval to freeze following posts for FY 2024-25:-

B	Mess Section		
1	Senior Cook/Head Cook	11	01
2	Cook	08	03
3	Head Bearer	06	03
4	Bearer/Waiter	04	01
5	Tandoorchi	06	02
	Sub Total		10

Following posts of the O/o GM/Principal, WAPDA Administrative Staff College Islamabad have been transferred to the O/o SE/PPD (Building) North, Islamabad vide General Manager Finance (Coord) O/o No. 274-86 dated 25.09.2024.

B	Admn Section		
1	APS	16	01
2	Assistant Admn	15	01
3	Naib Qasid	01	01
	Sub Total		03
	Civil Section		
1	Director (Water)	19	01
2	AXEN (Civil)	17	01
4	Sub Engineer (Civil)	14	02
	Sub Total		04
	Total		07

Member (Power) has accorded approval to reduce the 05 Nos. posts of drivers, keeping in view the revised transport policy approved by the Authority and in the light of GM/Principal letter dated 21.04.2025. If these posts are essential then the office of GM/Principal is required to take up the matter with Authority.

DY. MANAGER (A&F) ADMIN POWER
WAPDA HOUSE LAHORE.

Copy to:

1. General Manager (TI&E) WAPDA, Wapda House Lahore
2. GM/Principal Wapda Administrative Staff College Islamabad.
3. Manager A&F (CP) WAPDA, Wapda House Lahore.
4. Director (O&M) WAPDA, WAPDA House Lahore.
5. SO to Member (Power) Wapda House Lahore.
6. Dy. Manager Accounts & Finance (GAD) WAPDA House Lahore.
7. Dy. Director (P/SA), WAPDA House, Lahore.
8. Accounts Officer. (Admn.II) of this office.
9. APS to GM(F) 713-Wapda House Lahore.



**PAKISTAN
WATER AND POWER DEVELOPMENT AUTHORITY**

Telephone 9202211/3159

Office of the
General Manager Finance (Power)
B-48 Wapda House, Lahore.

Telegrams WAPDA LAHORE

No. 5859-67 /GMFP/ Admn/EG-286/WASC Islamabad Dated 11-06-2025

OFFICE ORDER

Member (Power) WAPDA being the competent authority has been pleased to accord approval to the continued retention of following posts of the office of GM/Principal, WAPDA Administrative Staff College Islamabad for the financial year 2024-25:-

Sr.No	Nomenclature of the Post	BPS	No. of Posts
A	Faculty Section		
1	GM/CE/DG/Principal	20	01
2	Director General (Training)	20	01
3	Director (Sr.Management Course)	19	01
4	Director (Trg,Res & Development)	19	01
5	Director (Other course)	19	01
6	Director (PGC/Dipl Courses)	19	01
7	Sr.Instructor (Finance)	18	01
8	Dy.Manager (A&F)	18	01
9	Sr.Instructor (Computer)	18	01
10	Sr.Instructor (Management)	18	02
11	Sr.Instructor (Engg.Management)	18	01
12	AD (Coordination) Courses	17	01
13	AD (P/SA)	17	01
	Sub Total		14
B	Admn Section		
1	Director (HR & Admn)	19	01
2	Assistant Director (Admn)	17	01
3	Sr. Superintendent	16	01
4	Assistant Private Secretary	16	05
5	Admn. Assistant	15	01
6	AV Specialist	16	01
7	Data Entry Operator	15	01
8	Imam-cum-Khatib	15	01
9	Stenographer Grade-II	14	02
10	Senior Clerk	13	01
11	Jr.Clerk	11	05
12	Moazzan-cum-Khadim	05	01
13	Laboratory Attendant	05	01
14	Naib Qasid	01	06
15	Class Attendant	01	04
16	Lab. Attendant	01	01
	Sub Total		33
C	Accounts Section		
1	Assistant Manager (A&F)	17	01

Sr. N	Nomenclature of Posts	BPS	No. of Posts
2	Accounts Assistants	15	02
3	Cashier	15	01
	Sub Total		04
D	Civil Section		
1	Sr. Storekeeper	15	01
2	Caretaker	14	01
3	A.C. Mechanic	08	01
4	PABX Operator	07	02
5	Electrician	05	02
6	Plumber	05	02
7	Carpenter	05	01
8	Pump Operator	05	02
9	Gestetner Operator	05	01
10	Electrician Helper	03	01
11	Plumber Helper	03	01
12	A.C. Mechanic Helper	03	01
13	Mali/Baldar	01	06
14	Sanitary Worker	01	08
15	Store Cooly	01	01
	Sub Total		31
E	Security Section		
1	Security Inspector	15	01
2	Leading Fire Man	14	01
3	Security Sergeant	08	02
4	Head Fireman	11	01
5	Security Guard	06	10
6	Fire Man	09	03
7	Chowkidar	01	04
	Sub Total		22
F	Mess Section		
1	Hostel Warden	14	01
2	Cook	08	01
3	Hostel Attendant	07	02
4	Head Bearer	06	01
5	Bearer/Waiter	04	03
6	Masalchi	01	01
7	Tandoorchi	06	01
8	Sanitary Worker	01	03
9	Dish Washer	01	01
10	Attendant	01	01
11	Class Attendant	01	02
	Sub Total		17

5859-64

11-06-2025

3

Sr. N	Nomenclature of Posts	BPS	No. of Posts
G	Transport Section		
1	Transport Supervisor	14	01
2	Driver (As per road worthy vehicle)	06	06
3	Bus Conductor	03	01
	Sub Total		08
H	Library Section		
1	Librarian	16	01
2	Library Assistant	14	01
	Sub Total		02
	Total		131

Member (Power) has accorded approval to freeze following posts for FY 2024-25:-

B	Mess Section		
1	Senior Cook/Head Cook	11	01
2	Cook	08	03
3	Head Bearer	06	03
4	Bearer/Waiter	04	01
5	Tandoorchi	06	02
	Sub Total		10

Following posts of the O/o GM/Principal, WAPDA Administrative Staff College Islamabad have been transferred to the O/o SE/PPD (Building) North, Islamabad vide General Manager Finance (Coord) O/o No. 274-86 dated 25.09.2024.

B	Admn Section		
1	APS	16	01
2	Assistant Admn	15	01
3	Naib Qasid	01	01
	Sub Total		03
	Civil Section		
1	Director (Water)	19	01
2	AXEN (Civil)	17	01
4	Sub Engineer (Civil)	14	02
	Sub Total		04
	Total		07

Member (Power) has accorded approval to reduce the 05 Nos. posts of drivers, keeping in view the revised transport policy approved by the Authority and in the light of GM/Principal letter dated 21.04.2025. If these posts are essential then the office of GM/Principal is required to take up the matter with Authority.

DY. MANAGER (A&F) ADMIN POWER
WAPDA HOUSE LAHORE.

Copy to:

1. General Manager (TI&E) WAPDA, Wapda House Lahore
2. GM/Principal Wapda Administrative Staff College Islamabad.
3. Manager A&F (CP) WAPDA, Wapda House Lahore.
4. Director (O&M) WAPDA, WAPDA House Lahore.
5. SO to Member (Power) Wapda House Lahore.
6. Dy. Manager Accounts & Finance (GAD) WAPDA House Lahore.
7. Dy. Director (P/SA), WAPDA House, Lahore.
8. Accounts Officer. (Admn.II) of this office.
9. APS to GM(F) 713-Wapda House Lahore.