

NATIONAL HIGHWAY AUTHORITY

Administration Wing (HRD Cell)

“Say No to Corruption”

No. 9(1)-STI/HRD Cell/NHA/2021/7/2

December 16, 2021

Training Opportunities

Subject: **Nomination of NHA Officials (HQ Only) for (Part Time) Urdu Typing Course (Inpage Urdu Program) for APS's, Steno typists, UDCs & LDCs to be Conducted by Secretariat Training Institute (STI) at Islamabad from 03-01-2022 to 14-01-2022.**

Secretariat Training Institute (STI), Islamabad is organizing following training course at STI, Islamabad and has invited suitable nominations of NHA officials. Details of course is given below: -

	Course Content/Outline	Detail	
i	Urdu Typing Course	Duration	03-01-2022 to 29-04-2022
		Timing	09:15 am to 11:15 am
		Eligibility	APS's, Steno typists, UDCs & LDCs

2. Addressees are requested to kindly forward suitable nominations of **eligible officials posted at HQ only** for the above mentioned training course and who have not been nominated/attended above training course so far. The nominations should reach in HRD Cell latest by **December 22, 2021** with their contact/cell number and email. The nominations may be forwarded with the recommendation of concerned Member. The nominations received without recommendation of concerned Member or after the prescribed date will not be entertained, please.



(SYED ZAWAR HAIDER)

Director (HRD)

051-9032710

All Members, HQ

All GMs, HQ/Secretary NHA

Dirs (Estb/Reg/MIS/Legal/Rectt/Pers/Coord/PR/Env/Complaints/Land/ISO)

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—————> **To be uploaded on NHA's Website**