



PUNJAB PUBLIC SERVICE COMMISSION

JOB DESCRIPTION FOR THE POSTS OF JUNIOR TRAFFIC WARDON (SARGODHA DISTRICT) (BS-11) IN THE PUNJAB POLICE DEPARTMENT (Case No.28G2019)

Main Responsibilities and Tasks:

1. Enforcement of traffic laws/rules.
2. Perform Incharge duties at intersections, choke points and duty points for Traffic Control and Management functions.
3. Supervise the working of Senior Traffic Assistant and Traffic Assistants posted under his command.
4. Take cognizance of traffic violations in his area of jurisdiction.
5. Provide free and save passage to the road users in the area of his responsibility.
6. Help road users as and when required.
7. Respond promptly to road accidents and take all possible measures to restore traffic and help out the effected persons.
8. Prepare preliminary accident report and preserve the scene of occurrence.
9. Promptly report verbally or in writing, to his senior officer about all the important issues, problems, developments taking place in relation to the traffic or law and order in his area of his responsibility.

Occasional Tasks and Responsibilities

1. Implementation of Traffic Laws.
2. Accident Management and evidence preservation.
3. VVIP movements.
4. Licensing branch duties.

Qualities/Disposition and desirable interests

1. Leadership.
2. Strength of Character.
3. Sound academic background.
4. Good family background.
5. No sectarian/religious/ethnic bias.
6. Driving skills and auto basics.

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