



## Trade wise Institutions (Secretarial)

**Trade / Course: Diploma in Office Management (Diploma one Year)      Duration(Months): 12**

Sr.#	Institute Name	Address	Phone #
1	Govt. College of Technology (W), Lytton Road, Lahore	2 Lytton Road, Jain Mandir, Lahore	042-99212244
2	Govt. College of Technology (W), Faisalabad	D Block, Peoples Colony #1, Near Khizra Mosque, Faisalabad	041-9220102

**Trade / Course: Office Management Assistant (G-III)      Duration(Months): 12**

Sr.#	Institute Name	Address	Phone #
1	Govt. College of Technology (W) , Sahiwal	Tariq Bin Zad Colony Opsite Farida Park Sahiwal	-
2	Govt. College of Technology (W), Sargodha	Tahli Chowk New S/ Town Sargodha	048-3220045
3	Govt. Technical Training Institute (W), Dhoke Syedan, Rawalpindi	Dhoke Syedan, Girja Road Rawalpindi	051-5681763
4	Govt. Technical Training Institute (W) College Road, Township, Lahore	College Road, Township, Lahore	042-9262150
5	Govt. Technical Training Institute (W) Kamal Gunj, Lahore	Toheed Nagar (Abdul Qadir Jilani Rd.) Kamal Gunj, Lahore	042-7149825
6	Govt. Technical Training Institute (W),(ABAD), Murree	Hadsan Ladge, Rich Bill Road, Murree	051-3413071
7	Govt. Technical Training Institute (W),(Shah Ruken-e-Aalam) Multan	Shah Ruken-e-Alam Colony, Phase II Block J, Multan	061-9220119

**Trade / Course: Spoken English      Duration(Months): 6**

Sr.#	Institute Name	Address	Phone #
1	Govt. Technical Training Institute (W), Jauharabad	Bolock # 14 Near Googay Behray School Jauharabad Distt. Khushab	0322-6040660