



VACANCIES



Punjab Intermediate Cities Improvement Investment Program (PICIIP) Punjab Urban Development Projects (Development Funded Projects)

PROGRAM MANAGEMENT UNIT (Lahore)

Law/Compliance Officer

(01 Post)

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- A university degree in Law (LLB/LLM) or a relevant discipline.
- In general, 5 years of relevant work experience in matters related to legal and regulatory affairs, public sector governance, compliance etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills and strong IT and data handling & analysis skills would be considered an advantage.

INTERNAL AUDITOR

(01 Post)

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- A Chartered Accountant or a Master's degree in Finance/Auditing/Accounting/Commerce or a relevant discipline.
- In general, 5 years of relevant work experience in matters related to internal audit, internal controls, risk assessment, fiduciary control etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills and strong IT and data handling & analysis skills would be considered an advantage.

Director Infrastructure

(01 Post)

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- BSc in Civil Engineering/BSc in Environmental Engineering or a relevant discipline ideally from a foreign institution.
- In general, 8 years of relevant work experience in matters related to civil engineering, infrastructure development, project management etc.
- Preferably 4 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Knowledge of best practices, laws and policies related with local government and municipal services is essential for this position.
- Experience of working in development sector and with international donor organizations would be preferred.

Director Procurement & Contracts

(01 Post)

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- Master's degree in Procurement & Contracts Management/Business Administration/Finance/Law or a relevant discipline ideally from a foreign institution.
- In general, 8 years of relevant work experience in matters related to procurement, contract management, bids administration etc.
- Preferably 4 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Knowledge of best practices, laws and policies related with local government and municipal services is essential for this position.
- Experience of working in development sector and with international donor organizations would be preferred.

Finance Officer

(01 Post)

Max Age: 40

QUALIFICATIONS & EXPERIENCE

- BS/BSc in Finance/Business Administration/Economics/Accounting or a relevant discipline.
- Preferably 3 years of relevant work experience in matters related to financial management, budgeting, accounting etc.

Programmer

(01 Post)

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- Master's degree in Computer Science/IT/MIS or a relevant discipline.
- In general, 5 years of relevant work experience in matters related to computer programming, ICT etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills would be considered an advantage

Driver

(06 Post)

Max Age: 60

QUALIFICATIONS & EXPERIENCE

- Matriculation or equivalent.
- Preferably 2 years of relevant work experience.

DD Infrastructure

(01 Post)

Max Age: 45

QUALIFICATIONS & EXPERIENCE

- BSc in Civil Engineering/BSc in Environmental Engineering or a relevant discipline.
- In general, 5 years of relevant work experience in matters related to civil engineering, infrastructure development etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills and strong IT and data handling & analysis skills would be considered an advantage.

Director Urban Planning

(01 Post)

Max Age: 50

- Master's degree in Urban/Town Planning or BSc Engineering (Urban/Town Planning) or a relevant discipline ideally from a foreign institution.
- In general, 8 years of relevant work experience in matters related to urban development, town planning, infrastructure development etc.
- Preferably 4 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Knowledge of best practices, laws and policies related with local government and municipal services is essential for this position.
- Experience of working in development sector and with international donor organizations would be preferred.

DD M&E (Data Handling & Analysis)

(01 Post)

Max Age: 45

- Master's degree in Economics/Statistics or BSc Engineering (civil/environmental) or a relevant discipline.
- In general, 5 years of relevant work experience in matters related to monitoring & evaluation, quality assurance, data handling & analysis etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills and strong IT and data handling & analysis skills would be considered an advantage

DD Safeguards

(01 Post)

Max Age: 45

QUALIFICATIONS & EXPERIENCE

- Master's degree in Sociology/Anthropology/Economics/Environmental Sciences or a relevant discipline.
- In general, 5 years of relevant work experience in matters related to social and environmental safeguards, community mobilization etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.

Excellent communication (written and oral) and interpersonal skills and strong IT and data handling & analysis skills would be considered an advantage.

Graphic & Visual Arts Designer

(01 Post)

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- BS/BSc in Visual/Graphic Designing/Communications or a relevant discipline.
- In general, 5 years of relevant work experience in matters related to visual and graphic designing, branding etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills and strong IT and data handling & analysis skills would be considered an advantage

Photographer

(01 Post)

Max Age: 40

QUALIFICATIONS & EXPERIENCE

- Matriculation or equivalent.
- Preferably 2 years of relevant work experience.

CITY IMPLEMENTATION UNIT (Sahiwal and Sialkot)

City Manager

(02 Posts) One Post for each city

Max Age: 55

QUALIFICATIONS & EXPERIENCE

- Master's degree in Management/Business Administration/Development Studies/Public Administration/Public Policy or a relevant discipline ideally from a foreign institution.

Project Support Officer

(02 Posts) One Post for each city

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- Master's degree in Business Administration/Economics/Public Administration/M/Phil Environmental Sciences or a relevant discipline.

- In general, 8 years of relevant work experience in project management, public administration etc.
- Preferably 4 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Knowledge of best practices, laws and policies related with local government and municipal services is essential for this position.
- Experience of working in development sector and with international donor organizations would be preferred.
- Officers (BPS17 or above) of Administrative Services (PAS/PMS) are eligible to apply on competitive basis.

Infrastructure Engineer

(02 Post) One Post for each city

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- BSc in Civil Engineering or a relevant discipline.
- In general, 5 years of relevant work experience in matters related to civil engineering, infrastructure development etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills and strong IT and data handling & analysis skills would be considered an advantage.

Junior Infrastructure Engineer (Water & Sanitation)

(02 Post) One Post for each city

Max Age: 40

QUALIFICATIONS & EXPERIENCE

- BSc in Civil Engineering or a relevant discipline.
- Preferably 3 years of relevant work experience in matters related to civil engineering, infrastructure development etc.
- Particularly in water & sanitation sector.

Junior Infrastructure Engineer (SWM)

(02 Post) One Post for each city

Max Age: 40

QUALIFICATIONS & EXPERIENCE

- BSc in Civil Engineering/Mechanical Engineering/Environmental Engineering or a relevant discipline.
- Preferably 3 years of relevant work experience in matters related to civil works, infrastructure development etc. particularly in solid waste management sector.

Junior Infrastructure Engineer (Road & Transport)

(02 Post) One Post for each city

Max Age: 40

QUALIFICATIONS & EXPERIENCE

- BSc in Transportation Engineering or a relevant discipline.
- Preferably 3 years of relevant work experience in matters related to civil works, infrastructure development etc. particularly in roads & transport sector.

- In general, 5 years of relevant work experience in matters related to monitoring & evaluation, quality assurance, coordination and reporting, data handling and analysis, office administration etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills and strong IT and data handling & analysis skills would be considered an advantage.

Contracts/Legal Officer

(02 Posts) One Post for each city

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- Master's degree in Procurement & Contracts Management/Business Administration/Finance/Law or a relevant discipline.
- In general, 5 years of relevant work experience in matters related to procurement/contract management, legal and regulatory affairs etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills and strong IT and data handling & analysis skills would be considered an advantage.

Finance Officer

(02 Posts) One Post for each city

Max Age: 40

QUALIFICATIONS & EXPERIENCE

- BS/BSc in Finance/Business Administration/Economics/Accounting or a relevant discipline.
- Preferably 3 years of relevant work experience in matters related to financial management, budgeting, accounting etc.

Research Analyst (Environment)

(01 Post) for Sahiwal

Max Age: 40

QUALIFICATIONS & EXPERIENCE

- BS/BSc in Sociology/ Anthropology/Economics/ Environmental Sciences or a relevant discipline.
- Preferably 2 years of relevant work experience in matters related to environment safeguards etc.

Computer Operator

(02 Posts) One Posts for each city

Max Age: 35

QUALIFICATIONS & EXPERIENCE

- A diploma in IT/Computer Science or a relevant discipline.
- A minimum of 2 years of relevant work experience in matters related to data entry etc.

Office Assistant

(01 Posts) One Post for Sialkot

Max Age: 35

QUALIFICATIONS & EXPERIENCE

- Matriculation or equivalent.
- A minimum of 2 years of relevant work experience

**Junior Infrastructure Engineer
(Electrical)**

(02 Post) One Post for each city

Max Age: 40

QUALIFICATIONS & EXPERIENCE

- BSc in Electrical Engineering or a relevant discipline.
- Preferably 3 years of relevant work experience in matters related to civil works, infrastructure development etc. with particular focus on electrical engineering.

**Junior Infrastructure Engineer
(Materials)**

(02 Post) One Post for each city

Max Age: 40

QUALIFICATIONS & EXPERIENCE

- BSc in Materials Engineering or a relevant discipline.
- Preferably 3 years of relevant work experience in matters related to civil works, infrastructure development etc. with particular focus on materials engineering.

Sub Engineers

(01 Post) One Post for Sialkot

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- Diploma in Engineering (DAE/B.Tech) or a relevant discipline.
- Preferably 2 years of relevant work experience in matters related to civil engineering etc.

Urban Planner

(02 Post) One Post for each city

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- Master's degree in Urban/Town Planning or BSc Engineering (Urban/Town Planning) or a relevant discipline.
- In general, 5 years of relevant work experience in matters related to urban development, town planning, infrastructure development etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills and strong IT and data handling & analysis skills would be considered an advantage.

Driver

(04 Posts) Two Post for each city

Max Age: 60

QUALIFICATIONS & EXPERIENCE

- Matriculation or equivalent.
- A minimum of 2 years of relevant work experience.

Security Guard

(02 Posts) One Post for each city

Max Age: 60

QUALIFICATIONS & EXPERIENCE

- Matriculation or equivalent.
- A minimum of 2 years of relevant work experience.

**PROGRAM MANAGEMENT UNIT (Lahore)
PROJECT READINESS FINANCING (PRF)-PUNJAB URBAN DEVELOPMENT
PROJECTS**

Deputy Program Director (PRF)

(01 Post)

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- Master's degree in Urban/Town Planning or BSc Engineering (Urban/Town Planning), Business /Public Administration or a relevant discipline ideally from a foreign institution.

Assistant Director (Environment)

(01 Post)

Max Age: 40

QUALIFICATIONS & EXPERIENCE

- BS/BSc/M.Phil. in Environmental Sciences or a relevant discipline.
- Preferably 2 years of relevant work experience in matters related to environment safeguards etc.

- In general, 8 years of relevant work experience in matters related to urban development, town planning, infrastructure development, public administration etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Knowledge of best practices, laws and policies related with local government and municipal services is essential for this position.
- Experience of working in development sector and with international donor organizations would be preferred.

DD Infrastructure

(01 Post)

Max Age: 45

QUALIFICATIONS & EXPERIENCE

- BSc in Civil Engineering/BSc in Environmental Engineering or a relevant discipline.
- In general, 5 years of relevant work experience in matters related to civil engineering, infrastructure development etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills and strong IT and data handling & analysis skills would be considered an advantage.

Assistant Directors (Engineers)

(02 Post)

Max Age: 40

QUALIFICATIONS & EXPERIENCE

- BSc in Civil Engineering/BSc in Environmental Engineering/BSc in Electrical Engineering/BSc in Mechanical Engineering or a relevant discipline.
- Preferably 2 years of relevant work experience in matters related to civil engineering, infrastructure development etc.

Architect

(01 Post)

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- Bachelor's degree in Architecture/BSc Architecture Engineering or a relevant discipline.
- In general, 5 years of relevant work experience in matters related to architectural designs, etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills and strong IT and data handling & analysis skills would be considered an advantage.

GIS Specialist

(01 Post)

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- BS/BSc in GIS or a relevant discipline.
- In general, 5 years of relevant work experience in matters related to GIS mapping, MIS, database administration etc. etc.

Assistant Director (Gender)

(01 Post)

Max Age: 40

QUALIFICATIONS & EXPERIENCE

- BS/BSc in Sociology/Anthropology/Economics/Gender Studies or a relevant discipline.
- Preferably 2 years of relevant work experience in matters related to gender mainstreaming etc.

DD (Procurement & Contracts)

(01 Post)

Max Age: 45

QUALIFICATIONS & EXPERIENCE

- Master's degree in Procurement & Contracts Management/Business Administration/Finance/Law or a relevant discipline.
- In general, 5 years of relevant work experience in matters related to procurement, contract management, bids administration etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills and strong IT and data handling & analysis skills would be considered an advantage.

Finance Officer

(01 Post)

Max Age: 40

QUALIFICATIONS & EXPERIENCE

- BS/BSc in Finance/Economics/Business Administration/Accounting or a relevant discipline.
- Preferably 3 years of relevant work experience in matters related to financial management, budgeting, accounting etc.

Accountant/Cashier

(01 Post)

Max Age: 65

QUALIFICATIONS & EXPERIENCE

- BS/BSc in Finance/Business Administration/Accounting or a relevant discipline.
- Preferably 3 years of relevant work experience in matters related to accounts, budgeting, cash handling etc.

Research Associate IT

(01 Post)

Max Age: 40

QUALIFICATIONS & EXPERIENCE

- BS in Computer Science/Software Engineering/Information Technology or a relevant discipline.
- Preferably 2 years of relevant work experience in matters related to IT and computer sciences.

Computer Operator

(03 Post)

Max Age: 35

QUALIFICATIONS & EXPERIENCE

- Diploma in IT/Computer Science or a relevant discipline.
- Preferably 2 years of relevant work experience in matters related to data entry etc.

Office Assistant

(03 Post)

Max Age: 35

- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills would be considered an advantage

Assistant Director (M&E)

(02 Post)

Max Age: 40

QUALIFICATIONS & EXPERIENCE

- BSc/BS in Economics/Statistics or BSc Engineering (civil/environmental) or a relevant discipline.
- Preferably 2 years of relevant work experience in matters related to data handling & analysis, reporting etc.

Assistant Director (Social Safeguards)

(01 Post)

Max Age: 40

QUALIFICATIONS & EXPERIENCE

- BS/BSc in Sociology/Anthropology/Economics/Sociology or a relevant discipline.
- Preferably 2 years of relevant work experience in matters related to social safeguards, community mobilization etc.

QUALIFICATIONS & EXPERIENCE

- Matriculation or equivalent.
- Preferably 2 years of relevant work experience.

Dak Runner

(02 Post)

Max Age: 35

QUALIFICATIONS & EXPERIENCE

- Matriculation or equivalent.
- Preferably 2 years of relevant work experience.

Janitors

(02 Post)

Max Age: 60

QUALIFICATIONS & EXPERIENCE

- Preferably 2 years of relevant work experience.

CITY IMPLEMENTATION UNIT (Bahawalpur, DG Khan, Multan, Muzaffargarh, Rahim Yar Khan, Rawalpindi, Sargodha) PROJECT READINESS FINANCING PUNJAB URBAN DEVELOPMENT PROJECTS

Infrastructure Engineer (07 Posts) One Post for each city

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- BSc in Civil Engineering or a relevant discipline.
- In general, 5 years of relevant work experience in matters related to civil engineering, infrastructure development etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills and strong IT and data handling & analysis skills would be considered an advantage.

Project Support Officer (07 Posts) One Post for each city

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- Master's degree in Business Administration/Economics/Public Administration or a relevant discipline.
- In general, 5 years of relevant work experience in matters related to monitoring & evaluation, quality assurance, coordination and reporting,

Municipal Finance Officer (07 Posts) One Post for each city

Max Age: 50

QUALIFICATIONS & EXPERIENCE

- Master's degree in Finance/ Economics/Business Administration or a relevant discipline.
- In general, 5 years of relevant work experience in financial management, business development, business positioning and sustainability etc.
- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills and strong IT and data handling & analysis skills would be considered an advantage.

Office Assistant/Dak Runner (07 Posts) One Post for each city

Max Age: 35

QUALIFICATIONS & EXPERIENCE

- Matriculation or equivalent.
- Preferably 2 years of relevant work experience.

data handling and analysis, office administration etc.

- Preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.
- Excellent communication (written and oral) and interpersonal skills and strong IT and data handling & analysis skills would be considered an advantage

Note: Salaries will be market based. Women and candidates from minorities are encouraged to apply.

Interested Candidates are invited to submit their applications with CV/resume, one passport size photograph and attested testimonials (academic degrees, certificates, relevant experience certificates, domicile and copy of I.D card) latest by 15-07-2021 to the following address. Government Employees are required to submit their applications through proper channel. Incomplete applications will not be entertained.

PROGRAM DIRECTOR (PICIIP) LG & CD Department
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