



# VACANCIES

## Punjab Intermediate Cities Improvement Investment Program (PICIIP)

### PROGRAM MANAGEMENT UNIT (Lahore)

#### Deputy Program Director

**(01 Post)**

Max Age: 50

##### QUALIFICATIONS & EXPERIENCE

- 6 Years of education with a degree in Management/Business Administration/Development Studies/Public Administration/Public Policy BSC Civil / Environmental Engineering / Town Planning / B.Arch or a relevant discipline ideally from a foreign institution.
- In general, 9 years of post-qualification relevant work experience in public administration, project management, public sector governance etc.
- Preferably 4 years of post-qualification experience of working in similar projects/assignments, 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.
- Type of employment: on contract / by transfer.

#### Assistant Director (Engineers)

**(02 Post)**

Max Age: 40

##### QUALIFICATIONS & EXPERIENCE

- BSc in Civil Engineering/BSc in Environmental Engineering//BSc in Mechanical Engineering or a relevant discipline.
- Preferably 3 years of post-qualification relevant work experience in matters related to civil engineering, infrastructure development etc.

#### Programmer

**(01 Post)**

Max Age: 50

##### QUALIFICATIONS & EXPERIENCE

- Master Degree / 16 years of Qualification in the field of Computer Science / Information Technology / Software Engineering / Computer Programming equivalent discipline.
- In general, 5 years of post-qualification relevant work experience in software development, computer programming, ICT etc.
- Preferably 3 years of post-qualification experience of working in similar projects/assignments, in similar capacity and in organizations

Excellent communication (written and oral) and interpersonal skills would be considered an advantage.

#### Computer Operator

**(03 Post)**

Max Age: 35

##### QUALIFICATIONS & EXPERIENCE

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

#### Office Assistant

**(01 Post)**

Max Age: 35

##### QUALIFICATIONS & EXPERIENCE

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

#### Driver

**(04 Post)**

Max Age: 60

##### QUALIFICATIONS & EXPERIENCE

- Primary or equivalent.
- Preferably 5 years of relevant work experience.

#### Security Guard

**(01 Post)**

Max Age: 60

##### QUALIFICATIONS & EXPERIENCE

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

# CITY IMPLEMENTATION UNIT (Sahiwal and Sialkot)

## CITY IMPLEMENTATION UNIT (Sahiwal and Sialkot)

### Junior Infrastructure Engineer (Water & Sanitation)

(02 Post)(01 Sahiwal & 01 Sialkot)

Max Age: 40

#### QUALIFICATIONS & EXPERIENCE

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

### Junior Infrastructure Engineer (SWM)

(01 Post)(01 Sahiwal)

Max Age: 40

#### QUALIFICATIONS & EXPERIENCE

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

### Junior Infrastructure Engineer (Roads & Transport)

(01 Post)(01 Sialkot)

Max Age: 40

#### QUALIFICATIONS & EXPERIENCE

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

### Sub Engineer

(01 Post Sialkot)

Max Age: 50

#### QUALIFICATIONS & EXPERIENCE

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

### Project Support Officer

(01 Post Sialkot)

Max Age: 50

#### QUALIFICATIONS & EXPERIENCE

- 16 years of education with a degree in Business Administration/Economics/Public Administration/M/Phil Environmental Sciences or a relevant discipline.
- In general, 5 years of post-qualification 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 post-qualification 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.

### Computer Operator

(02 Post)(01 Sialkot & 01 Sahiwal)

Max Age: 35

#### QUALIFICATIONS & EXPERIENCE

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

### Driver

(02 Post)(01 Sialkot & 01 Sahiwal)

Max Age: 60

#### QUALIFICATIONS & EXPERIENCE

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

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

<p><b>Assistant Director (Environment)</b></p> <p><b>(01 Post)</b> Max Age 40:</p> <p><b>QUALIFICATIONS &amp; EXPERIENCE</b></p> <ul style="list-style-type: none"> <li>▪ 16 years of education with a degree in Environmental Sciences or a relevant discipline.</li> <li>▪ Preferably 2 years of post-qualification relevant work experience in matters related to environment safeguards etc.</li> </ul> <p><b>Finance Officer PRF</b></p> <p><b>(01 Post)</b> Max Age: 40</p> <p><b>QUALIFICATIONS &amp; EXPERIENCE</b></p> <ul style="list-style-type: none"> <li>▪ BS/BSc in Finance / Economics/Business Administration/Accounting/Mathematics or a relevant discipline.</li> <li>▪ Preferably 3 years of post-qualification relevant work experience in matters related to financial management, budgeting, accounting etc.</li> </ul>	<p><b>Computer Operator</b></p> <p><b>(01 Post)</b> Max Age: 35</p> <p><b>QUALIFICATIONS &amp; EXPERIENCE</b></p> <ul style="list-style-type: none"> <li>▪ Diploma in IT/Computer Science or a relevant discipline.</li> <li>▪ Preferably 2 years of post-qualification relevant work experience in matters related to data entry etc.</li> <li>▪ Type of employment: on contract / by transfer.</li> </ul>
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## **CITY IMPLEMENTATION UNIT (DG KHAN, MULTAN, MUZAFFARGARH, SARGODHA) PROJECT READINESS FINANCING PUNJAB URBAN DEVELOPMENT PROJECTS**

<p><b>Project Support Officer</b></p> <p><b>(03 Post) (01 Muzafar Garh, 01 Multan and 01 DG Khan)</b> Max Age: 50</p> <p><b>QUALIFICATIONS &amp; EXPERIENCE</b></p> <ul style="list-style-type: none"> <li>▪ 16 years of education with a degree in Business Administration/Economics/Public Administration or a relevant discipline.</li> <li>▪ In general, 5 years of post-qualification relevant work experience in matters related to monitoring &amp; evaluation, quality assurance, coordination and reporting, data handling and analysis, office administration etc.</li> <li>▪ Preferably 3 years of post-qualification experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.</li> <li>▪ Excellent communication (written and oral) and interpersonal skills and strong IT and data handling &amp; analysis skills would be considered an advantage.</li> </ul>	<p><b>Municipal Finance officer</b></p> <p><b>(01 Post)(Sargodha)</b> Max Age: 50</p> <p><b>QUALIFICATIONS &amp; EXPERIENCE</b></p> <ul style="list-style-type: none"> <li>▪ 16 years of education with a degree in Finance/Economics/Business Administration or a relevant discipline.</li> <li>▪ <input type="checkbox"/> In general, 5 years of post-qualification relevant work experience in financial management, business development, business positioning and sustainability etc.</li> <li>▪ <input type="checkbox"/> Preferably 3 years of post-qualification experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.</li> <li>▪ <input type="checkbox"/> Excellent communication (written and oral) and interpersonal skills and strong IT and data handling &amp; analysis skills would be considered an advantage.</li> </ul>
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**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 02-01-2023 to the following address. Government Employees are required to submit their applications through proper channel. Incomplete applications will not be entertained.

**PROGRAM DIRECTOR (PICIP) LG & CD Department  
40/B-1 Gulberg III Lahore, Pakistan Landline:- 042-99268484, Fax:-99268483**