



**EXPRESSION OF INTEREST (EOI)**  
Hiring of Services of **PROJECT INCREMENTAL STAFF** for Project Coordination Unit & City Implementation Teams  
Developing Resilient Environment and Advancing Municipal Services (DREAMS-I), LG&CDD

Applications are invited from highly qualified and experienced individuals for the recruitment of **Project Incremental Staff** purely on **contract basis** initially for a period of one (01) year (extendable based upon satisfactory performance) under the Project DREAMS-I. Detailed Term of Reference (TORs) for the positions can be downloaded from website of PMU-PICIIP (<https://piciip.gop.pk/jobs.html>) under the link Download /Publications and ADB Consultant Management System (CMS) <https://www.adb.org/projects/tenders/group/consulting> as well. **Interested candidates shall submit their complete EOI through ADB's Consultant Management System (CMS) only.**

**SECTION A: PROJECT COORDINATION UNIT (LAHORE)**

**Project Coordination Specialist (HUD & PHED)  
(01 Post)**  
Max. Age Limit:65 Years  
**QUALIFICATIONS & EXPERIENCE**

- A graduate or postgraduate degree in engineering (Civil, Electrical, Mechanical, Environmental) preferably, or social sciences.
- In general, 8 years of experience with minimum 2-3 years of experience in project management and coordination, preferably minimum 2-3 years' experience in a government organization or development sector project.
- Knowledge of ADB procurement guidelines, financial management policies, and reporting requirements. Strong analytical and problem-solving skills, with the ability to work independently and as part of a team.

**Admin, Finance & HR Specialist  
(01 Post)**  
Max. Age Limit:65 Years  
**QUALIFICATIONS & EXPERIENCE**

- A graduate or preferably postgraduate degree in finance, accounting, business administration, HR management or related field.
- In general, minimum 10 years of relevant work experience in administration, finance, and procurement, preferably minimum 3-year experience in an ADB-funded project or similar environment.
- Knowledge of ADB procurement guidelines, financial management policies, and reporting requirements. Strong analytical and problem-solving skills, with the ability to work independently and as part of a team.

**Project Coordination (HUD&PHED) Expert  
(01 Post)**  
Max. Age Limit: 45 Years  
**QUALIFICATION & EXPERIENCE**

- A graduate or preferably postgraduate degree in a relevant field such as engineering (Civil, Electrical, Mechanical, Environmental), project management, social sciences.
- In general, minimum 5 years of experience in project coordination and management, preferably in the public sector or public sector development project with international development organizations.
- Experience in coordinating with multiple stakeholders and managing complex projects.
- Knowledge of ADB and Government of Punjab policies and procedures related to project implementation, environmental and social safeguards, and procurement.

**Project Coordination (LG&CDD) Expert  
(01 Post)**  
Max. Age Limit: 45 Years  
**QUALIFICATION & EXPERIENCE**

- A graduate or preferably postgraduate degree in a relevant field such as engineering (Civil, Electrical, Mechanical, Environmental), project management, social sciences.
- In general, minimum 5 years of experience in project coordination and management, preferably in the public sector or public sector development project with international development organizations.
- Knowledge of ADB and Government of Punjab policies and procedures related to project implementation, environmental and social safeguards, and procurement.

**Project Development Specialist  
(01 Post)**  
Max. Age Limit:65 Years  
**QUALIFICATION & EXPERIENCE**

- A graduate or preferably postgraduate degree in Civil Engineering, Environmental Engineering, City & Regional Planning, Urban Development Engineering, Transportation Engineering, Architectural Engineering or an equivalent qualification in a relevant field.
- Preference will be given to the candidate having master's degree or relevant trainings in the above fields or a bachelor's in above mentioned relevant disciplines supplemented with master's in project management, business management or a relevant field etc. Specialized technical or project management certifications will also be considered favorably.
- Preferably 10 years of overall work experience in project management of infrastructure projects related to Water &

**Human Resources Expert  
(01 Post)**  
Max. Age Limit: 45 Years  
**QUALIFICATION & EXPERIENCE**

- A graduate or preferably postgraduate degree in HR, Business Administration or a related field.
- Minimum of 5 years of experience in HR and administration, preferably in development projects funded by international financial institutions.
- Familiarity with ADB's financial management policies, procedures, and guidelines Excellent organizational and management skills, with the ability to manage multiple tasks and priorities simultaneously.
- Strong interpersonal and communication skills, with the ability to work effectively with people from different backgrounds and cultures.
- Strong analytical and problem-solving skills.

Sanitation in Urban Sector.

**Project Development Expert  
(01 Post)**

Max. Age Limit: 45 Years

**QUALIFICATION & EXPERIENCE**

- A graduate or preferably postgraduate degree in a relevant field such as engineering (Civil, Electrical, Mechanical, Environmental), architecture, urban planning, or development studies.
- At least 5 years of relevant experience in project development, preferably in the development sector or with a government agency.
- Experience in conducting research and analysis to identify potential projects and prepare project proposals.
- Familiarity with the project cycle, including project design, implementation, monitoring, and evaluation.
- Excellent analytical and problem-solving skills, with the ability to identify and mitigate project risks.
- Strong written and verbal communication skills, with the ability to prepare clear and concise reports and project documentation.
- Knowledge of government regulations and standards related to project implementation.

Proficiency in MS Office applications, particularly Excel and Word.

**Project Coordination Specialist (LG&CDD)  
(01 Post)**

Max. Age Limit: 65 Years

**QUALIFICATION & EXPERIENCE**

- A graduate or postgraduate degree in engineering (Civil, Electrical, Mechanical, Environmental) preferably, or social sciences.
- In general, 8 years of experience with minimum 2-3 years of experience in project management and coordination, preferably minimum 2-3 years' experience in a government organization or development sector project.
- Strong project management skills, including planning, budgeting, development, and reporting.
- Knowledge of infrastructure development relevant related to Urban Municipal services.
- Strong analytical and problem-solving skills, with the ability to identify and address issues in a timely manner.

**Section B: WASA Rawalpindi City Implementation Team**

**Electrical Infrastructure Expert  
(02 Posts)**

Max. Age Limit: 45 Years

**QUALIFICATION & EXPERIENCE**

- Graduate or preferably postgraduate in a relevant technical subject such as electrical engineering.
- The candidate must have subject specific technical knowledge and expertise and an eye for detail and a methodical work process.
- 5 years of relevant work experience in matters related to electrical engineering, infrastructure development etc.; preferably 3 years of experience of working in similar projects/assignments, in similar capacity and in organizations with comparable conditions.

**Climate Change & Environmental Safeguard Expert  
(01 Post)**

Max. Age Limit: 45 Years

**QUALIFICATION & EXPERIENCE**

- Graduate or preferably postgraduate degree in environmental engineering or post-graduate degree in environmental science or a related discipline; will have at least 4 years of experience in environmental management and monitoring of projects, environmental assessment and/or design and implementation of environmental mitigation measures.

**Mechanical Infrastructure Expert  
(02 Posts)**

Max. Age Limit: 45 Years

**QUALIFICATIONS & EXPERIENCE**

- Graduate or preferably postgraduate degree in mechanical engineering.
- Minimum of 5 years of experience in mechanical engineering or a related field with strong focus on water supply and sanitation infrastructure is desirable.

**Internal Auditor  
(01 Post)**

Max. Age Limit: 55 Years

**QUALIFICATION & EXPERIENCE**

- Graduate or preferably postgraduate degree in finance, accounting, or a related field. A professional certification (e.g., CIA, CMA, CPA) is preferred.
- Proven minimum 8-year experience in conducting financial audits, preferably within the water supply or infrastructure sector.
- In-depth knowledge of financial and accounting principles, practices, and regulations.
- Familiarity with project management principles and methodologies. Strong analytical and problem-solving skills, with the ability to identify and address financial and operational risks.
- Excellent attention to detail and accuracy in financial analysis and reporting.
- Effective written and verbal communication skills, including the ability to present complex information in a clear and concise manner.
- Proficiency in using financial management software and MS Office applications. Ability to work independently and as part of a team, with strong time management and organizational skills.

**Civil Infrastructure Expert  
(04 Posts)**

Max. Age Limit: 45 Years

**QUALIFICATIONS & EXPERIENCE**

- Graduate or preferably postgraduate degree 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.

## Section C: Bahawalpur WMC City Implementation Team

### General Manager for Projects (01 Post)

Max. Age Limit: 55 Years

#### QUALIFICATIONS & EXPERIENCE

- A graduate or preferably postgraduate degree in Management/Civil Engineering/Public Administration/Public Policy or a relevant discipline.
- In general, minimum 10 years of relevant work experience in project management, public administration etc.
- Preferably minimum 7 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 to local government and municipal services is essential for this position.
- Experience of working in the development sector and with international donor organizations would be preferred.

### Solid Waste Management Landfill Site Engineer (01 Post)

Max. Age Limit: 45 Years

#### QUALIFICATIONS & EXPERIENCE

- A graduate degree in environmental engineering, civil engineering, or related field. Minimum of 5 years of experience in landfill operations and management.
- Knowledge of federal and state regulations related to solid waste management and landfill operations.

### Solid Waste Management – Material Recovery Facility Engineer (01 Post)

Max. Age Limit: 45 Years

#### QUALIFICATIONS & EXPERIENCE

- A graduate degree in Mechanical Engineering, Environmental Engineering & Environmental Science or related field.
- Minimum of 5 years of experience in solid waste management, with a preference in the design, construction, and operations of Material Recovery Facilities (MRFs) in a solid waste management context.
- Experience in providing technical assistance and capacity building to staff and stakeholders in the operation and maintenance of MRFs. Strong technical knowledge of MRF design and operation, including equipment selection and sizing, process flow, and maintenance requirements.
- Experience in the use of relevant software tools for MRF design and simulation.
- Familiarity with relevant national and international standards and guidelines for MRF design and operations.
- Excellent communication and interpersonal skills, including the ability to work effectively with a diverse range of stakeholders.

### Solid Waste Management Design Engineer (01 Post)

Max. Age Limit: 45 Years

#### QUALIFICATIONS & EXPERIENCE

- Bachelor's degree in environmental engineering, civil engineering, or related field. Minimum of 5 years of experience in designing and implementing solid waste management solutions. Experience in landfill and transfer station design and construction is desirable.

### Manager Solid Waste Management (01 Post)

Max. Age Limit: 55 Years

#### QUALIFICATIONS & EXPERIENCE

- A graduate or preferably postgraduate degree in civil engineering, environmental sciences, or waste Management or related subject or equivalent with a minimum experience of 8 years, preferably minimum 4 years of experience in landfill site/ solid waste management planning and designing.
- Preferably having designed landfills sites, secondary and primary transfer equipment, vehicles design & specification and transfer stations expertise.

### Manager Finance & Accounts (01 Post)

Max. Age Limit: 55 Years

#### QUALIFICATIONS & EXPERIENCE

- A graduate or preferably postgraduate degree in the fields of Business Administration, Finance, Commerce or equivalent from HEC recognized university.
- Minimum 8 years of post-qualification relevant experience in renowned public/private sector.
- Excellent administrative, negotiation, and analytical skills. Advanced knowledge of local government laws and policies.

### Assistant Manager Finance & Accounts (01 Post)

Max. Age Limit: 45 Years

#### QUALIFICATION & EXPERIENCE

- Minimum 16 years of education in the field of Business Administration/Finance/ Commerce or equivalent from HEC recognized university.
- Minimum 4 years of post-qualification relevant experience in renowned public/private sector.
- Excellent administrative, negotiation, and analytical skills. Advanced knowledge of local government laws and policies.

**Note: Market-based attractive salary packages will be offered as approved in the PC-I of the Project. Women, disable persons and candidates from minorities are encouraged to apply.**

Expression of Interest (EOI) must be submitted online via ADBs CMS till **15<sup>th</sup> September 2023**. Direct submission of EOIs to PCU & LG&CDD is not acceptable in any case. All eligible government employees may also apply for any of the above positions through proper channel. Candidates having domicile Punjab Province are only eligible to apply. Candidates must upload their complete CV, Educational Documents, CNIC, Experience Letters, Certifications, etc. while submitting EOI on ADB's CMS Portal. PMU has reserved the rights to cancel recruitment process wholly or partially at any stage without assigning any reason.

**PROGRAM DIRECTOR (PMU-PICIIP) LG & CD DEPARTMENT  
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