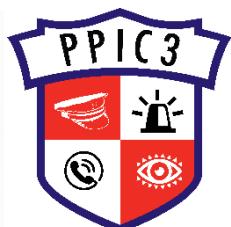


**PUNJAB SAFE CITIES AUTHORITY****EMPLOYMENT OPPORTUNITIES**

PSCA/PPIC3 Centre, Lahore invites applications through open competitive process from the candidates domiciled in Punjab for the following project based contractual positions.

Sr. No.	Name of Post	No of Posts	Qualification & Experience For details, kindly visit (www.pscapk.org)	Age	Maximum Initial Pay Package
1.	Chief Monitoring & Evaluation Officer	1	<ul style="list-style-type: none"> ➤ Master/Sixteen (16) years of education in Social Sciences, Business Education, Engineering, IT or related field from a HEC recognized university/institution. ➤ Minimum of ten (10) years of experience in the related field. ➤ Exposure of framing and implementing Monitoring and Evaluation Mechanisms. ➤ Prior experience of working on government projects in the similar role will be given preference 	Maximum up to 55 Years	Up to Rs. 525,000/Per Month all inclusive
2.	Chief Implementation Officer	1	<ul style="list-style-type: none"> ➤ Master/Sixteen (16) years of education in Social Sciences, Business Education, Engineering, IT or related field from a HEC recognized university/institution. ➤ Minimum of ten (10) years of experience in the related and exposure of Policy Formulation/Policy Analysis, Organizational Development & Organizational Management. ➤ Prior experience of working on government projects in the similar role will be given preference. 	Maximum up to 55 Years	Up to Rs. 525,000/Per Month all inclusive
3.	Deputy Chief (Human Resource)	1	<p>Minimum Master/Sixteen (16) years of education in Social Sciences/ Business Administration/ Public Administration/ Human Resource/ Management Sciences/Business Education with specialization in human resource management or related discipline from a HEC recognized university/institution.</p> <p>International certification in human resource management will be preferred</p> <p>Minimum of eight (08) years of human resource management</p>	Maximum up to 45 Years	Up to Rs. 516,030/Per Month all inclusive

			experience in Public or Private organization. Knowledge of institutional development, human resource development and change management		
4.	Deputy Chief (Telecommunication)	1	<ul style="list-style-type: none"> ➤ Sixteen (16) years of education in Information Technology, Telecommunications or a related field ➤ Minimum of eight (8) years of experience of working on digital radio networks preferably with experience of 4G/LTE-A system. 	Maximum up to 45 Years	Up to Rs. 516,030/Per Month all inclusive
5.	Deputy Executive Officer (Contract Management)	1	<ul style="list-style-type: none"> ➤ Minimum Master/Sixteen (16) years of education in Legal Studies/Social Sciences/Business Education /Engineering or related discipline from a HEC recognized university/institution. ➤ Minimum of four (04) years of experience in administration, contract management and procurement experience Well versed with Public Sector financial management/administration rules and regulations ➤ Excellent knowledge of contract implementation in national and/or international environment ➤ Well versed in PPRA framework and experience of handling mega projects in public or private sector 	Maximum up to 35 Years	Up to Rs. 200,000/Per Month all inclusive
6.	Executive Officer (Administration & Logistics)	1	<ul style="list-style-type: none"> ➤ Master/Sixteen (16) years of education in Social Sciences/ Business Education/Business Administration/Human Resource/Commerce/Public Administration or related discipline from a HEC recognized university/institution. ➤ Minimum of six (06) years of experience in the relevant field. ➤ Prior experience of recruitment in Government / Public Sector organizations will be given preference. 	Maximum up to 40 Years	Up to Rs.323,810/Per Month all inclusive
7.	Deputy Executive Officer (M&E)	1	<ul style="list-style-type: none"> ➤ Minimum of sixteen years of education in Engineering, Economics, Business/ Public Administration, IT or Management Sciences. 	Maximum up to 35 Years	Up to Rs. 200,000/Per Month all inclusive

			<ul style="list-style-type: none"> ➢ Minimum of four (04) years of working experience in relevant field. 		
8.	Assistant Executive Officer (Internal Audit)	1	<ul style="list-style-type: none"> ➢ Minimum of sixteen (16) years of education in Finance/Economics/Business Administration/ICMA/MBA/business education or related discipline from a HEC recognized university/institution. ➢ Professional certifications such as Certified Internal Auditor (CIA) or Certified Public Accountant (CPA) may be preferred. ➢ Minimum of four (02) years of work experience in the relevant field. ➢ Ability to work independently and as part of a team. ➢ Proficient in using Microsoft Office applications and audit software. ➢ High level of integrity, professionalism, and attention to detail. 	Maximum up to 33 Years	Up to Rs. 150,000/Per Month all inclusive
9.	Program Producer	1	<ul style="list-style-type: none"> ➢ Minimum of sixteen (16) years of education ➢ Minimum of six (06) years of working experience in relevant field 	Maximum up to 42 Years	Up to Rs. 150,000/Per Month all inclusive
10.	Assistant Program Producer	1	<ul style="list-style-type: none"> ➢ Minimum of sixteen (16) years of education. ➢ Minimum of four (04) years of working experience in relevant field. 	Maximum up to 42 Years	Up to Rs. 100,000/Per Month all inclusive
11.	Non-Liner Editor	1	<ul style="list-style-type: none"> ➢ Minimum of Fourteen (14) years of education ➢ Minimum of four (04) years of working experience in relevant field 	Maximum up to 40 Years	Up to Rs. 100,000/Per Month all inclusive
12.	Camera Expert	1	<ul style="list-style-type: none"> ➢ Minimum of ten (10) years of education. ➢ Minimum of five (05) years of working experience in relevant field. 	Maximum up to 42 Years	Up to Rs. 100,000/Per Month all inclusive
13.	Audio Expert	1	<ul style="list-style-type: none"> ➢ Minimum of ten (10) years of education. ➢ Minimum of five (05) years of working experience in relevant field. 	Maximum up to 42 Years	Up to Rs. 100,000/Per Month all inclusive
14.	Supervisor (Spares/Warehouse)	1	<ul style="list-style-type: none"> ➢ Minimum of Bachelors degree OR a well qualified diploma from a reputed university in Business Administration, Commerce or related discipline. ➢ 2-3 years of working experience in inventory/stores/warehouses 	Maximum up to 40 Years	Up to Rs. 65,000/Per Month all inclusive

			management or related supervisory position will be given preference ➤ Certification in the relevant field will be given preference		
15.	Supervisor (Day Care Center)	1	➤ Minimum of Bachelor's degree or a well-qualified diploma from a reputed university in related field. ➤ Minimum of two (02) years of experience in the relevant field.	Maximum up to 40 Years	Up to Rs. 65,000/Per Month all inclusive
16.	Driver	3	➤ Middle from a recognized Board. ➤ Three (03) years hands on experience in relevant field of working in any public/private sector with Valid LTV/HTV Driving License.	Maximum up to 35 Years	Up to Rs. 48,500/Per Month all inclusive
17.	Nanny/Baby Sitter (Day Care Centre)	7	➤ Literate ➤ 02- to 03 years of relevant experience	Maximum up to 35 Years	Up to Rs. 48,500/Per Month all inclusive
18.	Dispatch Rider	2	➤ Matric (at least 2nd division) from a recognized Board ➤ Three (03) years hands on experience in relevant field of working in any public/private sector with Valid Motorcycle Driving License	Maximum up to 25 Years	Up to Rs. 48,500/Per Month all inclusive
19.	Chowkidar	1	➤ Literate ➤ Three (03) years hands on experience in relevant field of working and physical fitness ➤ Preference will be given to retired army personnel	Maximum up to 35 Years	Up to Rs. 48,500/Per Month all inclusive
20.	Naib Qasid	2	➤ Literate ➤ Two years (02) experience in the relevant field of working in any public/ private sector	Maximum up to 30 Years	Up to Rs. 48,500/Per Month all inclusive
21.	Sweeper	1	➤ Literate ➤ Minimum of two (02) years of working experience as Sweeper in public/ private sector	Maximum up to 35 Years	Up to Rs. 48,500/Per Month all inclusive

GENERAL INFORMATION / INSTRUCTIONS:

- i. Detailed job description and terms & conditions for the posts are available at: <https://psca.gop.pk/career>
- ii. Interested candidates may apply online through PSCA website www.psca.gop.pk/career/ till 20.08.2023 followed by submission of hard copy of duly signed online application form along with attested copies (one each) of Recent Passport Size Photograph, CNIC, Domicile, Educational Testimonials (Matric onwards) and Experience Certificates via courier to the following address not later than 23.08.2023.
- iii. Candidates should clearly mention the name of the applied position on the envelope.
- iv. Candidates already employed in Government, Autonomous or Semi Government Organizations must apply through proper channel.

- v.** PSCA reserves the right to accept/reject an application or halt the recruitment process at any time.
- vi.** By hand/incomplete/without online application/late submission of applications will not be entertained.
- vii.** The experience as part time, honorary/ self-employed and apprentice/ internee will not be considered/ counted as experience.
- viii.** In case of foreign degree, equivalence certificate from HEC must be provided.
- ix.** Result awaiting candidates are not eligible to apply.
- x.** In case of exigency, number of vacancies can be increased or decreased at any time without any notice.
- xi.** Only shortlisted candidates will be called for interview.
- xii.** In case of final selection HEC verified degree/transcript will be required.
- xiii.** Subsequent tests and interviews will be conducted by the Authority.
- xiv.** No TA/DA will be admissible for the test/interview.
- xv.** For any job related queries, please contact 042-99051606-8 or through e-mail at: recruitment@psca.gop.pk

MANAGING DIRECTOR
Punjab Safe Cities Authority
Qurban Police Lines
Lahore