



Primary & Secondary Healthcare Department

INDIVIDUAL CONSULTANTS REQUIRED FOR SHORT TERM CONSULTANCY

Reference No.SO(G)/P&SHD/1-55/2021

Primary & Secondary Healthcare Department, Government of the Punjab intends to hire the services of individual consultants on short term consultancy, against qualification and experience as mentioned below:-

Sr. No.	Nature of Consultancy	No. of Consultant	Consultancy Duration	Eligibility Criteria
01	Consultant Legal	01	03 Months	<ul style="list-style-type: none">BA with LLB or an equivalent degree from HEC recognized university.Minimum 10 years' professional experience in relevant field or in any public sector organization.

TERMS & CONDITIONS:-

- The hiring of short term consultancy services of Individual Consultant will be made strictly on merit basis as per selection criteria mentioned in Rule 46 of PPRA Rules, 2014.
- Detailed terms of reference (TORS), are available at www.pshealthpunjab.gov.pk/jobs
- Only shortlisted candidates will be called for interview telephonically or through SMS.
- No TA/DA shall be paid for appearing in the interview.
- Consultancy fee is negotiable.
- The application should clearly indicate the nature of Consultancy applied for on one side of envelope along with Curriculum Vitae (CV), 01 passport size photograph and attested copies of all educational documents, CNIC, domicile etc.
- Late and incomplete applications will not be entertained.
- The interested individual consultant having expertise in above mentioned fields may send their applications latest by **31st October, 2022** before closing hours.
- The Department reserves right to cancel/reject any application/selection process without assigning any reason.

**SECTION OFFICER (GENERAL)
GOVERNMENT OF THE PUNJAB,
PRIMARY & SECONDARY HEALTHCARE DEPARTMENT
1-Birdwood Road, Lahore. Ph: 042-99205826**

JOB DESCRIPTIONS/TERMS OF REFERENCES (TORS)FOR HIRING THE SERVICES OF INDIVIDUAL CONSULTANTS

CONSULTANT LEGAL

- To Assist Legal Advisor
- To prepare the cases i.e. draft, Replies, Para-wise Comments, Reports and to prepare arguments and to do legal research work
- To give opinion regarding Departmental quarries.
- To assist the Government pleaders in all Courts regarding pending mater/cases on behalf of the Department
- To give recommendations regarding the drafts of SOPs, TORs, Acts, Ordinances, Rules and Regulations
- To analyze and evaluate the Departmental Agreements with different organizations and give recommendations to give briefing to the high ups regarding the pending mattes
- To accomplish all given task as assigned by the Authority
- To maintain the office in workable conditions and to take all the equipment diligently

**SECTION OFFICER (GENERAL)
PRIMARY & SECONDARY HEALTHCARE
DEPARTMENT**