No.F.1-25/2020.A-I

Ministry of Human Rights **Directorate General of Special Education**

ADVERTISEMENT

SITUATION VACANT

applications are invited from suitable candidates for appointment to the following posts of PSDP funded Pilot Projects "Inclusing Education for Children with Disability in Public and Private Schools at ICT, Islamabad" and "Establishment of Project Planning a Monitoring Unit (PMU), purely on contract basis on lump sum pay as per provincial / regional quota mentioned against each:

Inclusive Education for Children with Disability in Public and Private Schools at ICT, Islamabad for period upto 30-06-2023, (extendable)

(extenda						O. Hillander S. Evenerlonge
S.No.	Name of post	No.of posts	Age Limit	Salary Package	Quota	Qualification & Experience
1	Physiotherapist -	01	22-30-	Rs.157.500/-	Punjab	I. DPT/2nd class or grade "C" Master Deg
	(PPS-7	1 1	years	Control of the Contro	(Merlt)	in Physiotherapy OR BSc in Physiotherap ii. 02 years post qualification experience
	equivalent to	J.	y 0	$M_{\rm p}$	The tra	the relevant field
.,	BPS-17).		40.00	D-70.000/	Denlah	Graduate Graduate
2.	Assistant	01	18-28	Rs.70,000/-	Punjab	Graduate
-17	(PPS-5 equivalent	1 2	years		(Merit)	and the state of t
3,	to BPS-15). Steno Typist	01	18-25	Rs.70,000/-	ICT	i. Intermediate
٥.	(PPS-5	0.	years	113.7 0 00007	(Merit)	ii. Minimum speed of 80/40 W.P.M in sho
	equivalent to	F 2.00	,			hand / typing respectively
	BPS-14).	,	, ,	7, 10		ili. Must be computer literate
4.	Driver	03	18-25	Rs.28,000/-	ICT=2	I. Primary Pass
	(PPS-1 equivalent	· .	years.		(Merit)	ii. Valid HTV driving license holder and we
	to BPS-04).	20.00	100	1 1 1 1 1	Punjab=1	versed with traffic rules
Est	ablishment of Project	Planning	and Mon	itoring Unit (PM	(Merit) (U), Islamabad	initially for a period upto 30-06-2024, (extendable
1.	Project Planning	01	25-35	Rs.218,750/-	Punjab	i. 2nd class or Grade "C" Master's Degree i
	and Appraisal	1	years	1.0.220,7007	(Merit)	Project Management/Administration
	Specialist /		44 18	18 9 . See.	a ja car	Sociology/ Social Work/. Developmen
	Deputy Director		11 2 3		434 753	Studies/ Gender Studies/ Special Education
- 1	(PPS-8					or Equivalent Qualification From
	equivalent to				W. Tarket	University recognized by HEC
	BPS-18).					ii. Five years post qualification experience i
7.1		-			1 1 1 1 1 1	the field of project planning, project management, research, project appraisa
1.5			4		· in the second	monitoring and evaluation in Govt./ Sem
17.75	The state of	The second	100	in front with	100	Govt./Autonomous Bodies/ NOGs/ INGOs
	with the i		1.13		-100-0	iii. Knowledge of Govt. Rules and Regulation.
/.	A A DOMEST	1000			Jan State	iv. Computer Skill in MS Office (Power Poin
						Word and Excel)
2.	Financial	01	25-35	Rs.157.500/-	Punjab	i. 2nd class or Grade "C" Master's Degree in
4	Management Specialist		years	A section of the	(Merit)	Finance/ Accounting/ MBA (Finance) Commerce/ CA/ ACCA/ ACMA o
	and his and a	3.4 2.33	1 'L,	Pile the Cal		equivalent qualification from a University
. 12	(PPS-7	0.00	11:00			recognized by HEC
4. 54	equivalent to BPS-17)	100	150	4,063		ii. Three years post qualification experience i
, 1, 51	0.0 1//	Sept.	1500 6			public financial management (preferable of
1.0			1 6 4			PIFRA & SAP), Accounting/ Budgeting, Financial Auditing etc in Govt. or Semi Gov
1		12:0				Organization etc
			. Same			iii. Proficient in financial Rules and Regulation
			y		9 "j." j	of Government of Pakistan
· 4.	1 1 - 12 75 1	3.00	1 1			iv. Computer Skill in MS Office (Power Point
	and the state of				1 1 1 1 1	Word and Excel)
3.	Procurement Specialist	01	25-35	Rs.157.500/-	Punjab (Merit)	i. 2nd class or Grade "C" Master's Degree in
1			years		(Meric)	Finance/ BBA/MBA or equivalent qualification from a University recognized
	(PPS-7	14, 1	4, 11		1 1	by HEC
	equivalent to BPS-17)	الدريالة				ii. Three years post qualification experience in
100	Br3,17)	14 - Vi - 14 -			40% M-11	consultancy services or as a procurement
1.		1 2 1 -		7.00		expert in any project or Government
	A Committee of	1	1323	3.7	The transport to	Department
	1000000		1 4 4	San Carlo		iii. Proficient in financial Rules and
100		1. 1. 1. 1. S. S.	1 36			Regulations of Government of Pakistan
		11. 70. 2		1		iv. Knowledge of public sector procurement
			1.50			IV. Knowledge of phone sector procurement
						processes E-procurement,
						processes E-procurement, policies and PPRA Rules and Regulations
						processes ' policies and PPRA Rules and Regulations v. Knowledge to maintenance of procurement
						processes E-procurement, ' policies and PPRA Rules and Regulations v. Knowledge to maintenance of procurement records and vender database
						processes E-procurement, policies and PPRA Rules and Regulations v. Knowledge to maintenance of procurement records and vender database vi. Computer Skill in MS Office (Power Point,
4.	Naib Onsid	01	18-25	Rs.28.000/-	Puniab	processes E-procurement, policies and PPRA Rules and Regulations v. Knowledge to maintenance of procurement records and vender database vi. Computer Skill in MS Office (Power Point, Word and Excel)
4.	Naib Qasid	01	18-25 years	Rs.28,000/-	Punjab (Merit)	processes
4.	Naib Qasid (PPS-1 equivalent to	01		Rs.28,000/-		processes E-procurement, policies and PPRA Rules and Regulations v. Knowledge to maintenance of procurement records and vender database vi. Computer Skill in MS Office (Power Point, Word and Excel)

Terms and Conditions

- 1. The Selection shall be made purely on merit and on contract basis observing provincial / regional quota
- etc.

 Interested candidates can apply online through National Job Portal at website www.nip.gov.pk within 15 days from the date of publication of advertisement. Applications by post/by hand will not be entertained.

 Advertisement can be downloaded from websites www.mohr.gov.pk.

 Only short listed candidates will be called for written test/interview.

 Candidates already in Government Service should apply through proper channel, along with NOC from their organizations clearly stating the length of service and other particulars.

 Candidates will have to produce original documents at the time of interview. Candidates already in Covernment Service, will also have to produce original NOC from their departments/organizations. The general age relaxation of 5 years and others in upper age limit would be granted as admissible under the rules.

 No TA/DA shall be admissible for appearing in test/interview.

 If a candidate is interested to apply for more than one post, he should apply separately.

 The competent authority reserves the right to cancel the process of recruitment at any stage without.

- The competent authority reserves the right to cancel the process of recrultment at any stage without citing any reasons.

Deputy Director (Admin) Directorate General of Special Education Hanna Road, G-8/4, Islamabad, Ph.051-9107538