



# Higher Education Commission, Pakistan

## POSITIONS VACANT

Applications are invited from Pakistani nationals for the following Project Funded Positions on contract basis:-

### A. Fulbright Scholarship Support Programme HEC - USEFP (Phase-III)

S #	Position	Quota	Qualification / Experience	Max. Age
1.	Project Director Project Pay Scale (PPS-09) Rs. 306,250/- per month (All Inclusive) No of Post = 01	Merit=1	Master's Degree or equivalent (16 years) (at least 2nd Division) from HEC recognized university/institution, with seven years' relevant experience in Public / Private sector organization of good repute including five years managerial experience after final degree.	55 Years
2.	Project Manager Project Pay Scale (PPS-7) Rs. 157,500/- p.m. (All Inclusive) No. of Post = 01	Punjab=1	Master's Degree or equivalent (16 years) (at least 2nd Division) from HEC recognized University / Institution with minimum five years relevant experience including two years' mid-level management experience after final degree in public / private sector organization. Proficiency in MS-Office and MS-Project is must.	40 Years
3.	Project Assistant Project Pay Scale (PPS-6) Rs. 105,000/- p.m. (All Inclusive) No. of Post = 01	Khyber Pakhtunkhwa=1	Master's Degree or equivalent (16 years) (at least 2nd Division) from HEC recognized University / Institution with two years relevant experience. Proficiency in MS-Office and MS-Project is must.	40 Years

### B. Provision of Higher Education Opportunities for Students of Balochistan & Erstwhile FATA (Phase-III)

S #	Position	Quota	Qualification / Experience	Max. Age
1.	Project Director Project Pay Scale (PPS-09) Rs. 306,250/- per month (All inclusive) No of Post = 01	Khyber Pakhtunkhwa=1	Master's Degree or equivalent (16 years) (at least 2nd Division) from HEC recognized University/Institution, with seven years' relevant experience in Public / Private sector organization of good repute including five years managerial experience after final degree.	55 Years
2.	Project Manager Project Pay Scale (PPS-8) Rs. 218,750/- p.m. (All Inclusive) No of Posts = 04	Merit=1 Punjab=1 Balochistan=1 EX-FATA(Newly merged Districts of Khyber Pakhtunkhwa)=1	Master's Degree or equivalent (16 years) (at least 2nd Division) from HEC recognized University / Institution with five years relevant experience in Public/Private Sector organization of good repute including three (03) years' experience in managerial/supervisory level. Proficiency in MS-Office and MS-Project is must.	50 Years
3.	Project Accountant Project Pay Scale (PPS-7) Rs. 157,500/- p.m. (All Inclusive) No of Posts = 02	Merit=1 Punjab=1	MBA (Finance)/M.Com/CMA or equivalent (16 years) (at least 2nd Division) from HEC recognized University/Institution with three years' relevant experience in private/public organization including one year mid-level management experience after final degree.	40 Years
4.	Office Assistant Project Pay Scale (PPS-5) Rs. 70,000/- p.m. (All inclusive) No of Posts = 04	Merit=1 Punjab=1 EX-FATA (Newly merged Districts of Khyber Pakhtunkhwa)=1 Balochistan=1	Graduation (14 years) (at least 2nd Division) from HEC recognized University / Institution with two years' work experience in Public / Private sector organization of good repute. Advance use of MS-Office is must.	40 Years

\* "Experience" means experience gained after obtaining the minimum required qualification."

- Applicants are required to apply online through <https://careers.hec.gov.pk>. No need to send hard copy of C.V. and documents.
- Test/Interview of eligible candidates residing outside the Islamabad / Rawalpindi region and vicinity will be conducted via Audio/video conferencing at the nearest possible location of the candidates (Karachi, Lahore, Quetta and Peshawar).
- Application processing fee @ Rs. 600/- may be deposited in the online A/C No. 17427900133401 of HEC maintained for the purpose in Habib Bank Ltd and proof of the receipt may be uploaded on the HEC website <https://careers.hec.gov.pk>.
- Those already in Government Service should apply through proper channel. Five (05) years general age relaxation already included. Further age relaxation will be given as per Government rules.
- The experience as part time, honorary, apprentice and Internee (as a part of study) will not be considered / counted as experience.
- Selected candidates can be posted anywhere in Pakistan.
- HEC reserves the right to reject any or all the applications without assigning any reason as well as to increase/decrease the number of vacancies as per requirement.
- Applicants are required to submit their applications within 15 days from the date of publication. Incomplete/late applications will not be entertained.

**Maham Babar**

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**Assistant Director (HRM)**

**Higher Education Commission, Islamabad.**

051-90401426 & 90401411

For Technical/IT Assistant, Please Contact

[recruitment@hec.gov.pk](mailto:recruitment@hec.gov.pk)

051-111-119-432, 0334-1119432