



Government of Pakistan
Planning Commission
Join the team



For establishment and institutionalization of a reliable integrated energy planning structure providing the GoP a credible analytical platform for assessing and planning an optimal and holistic strategy for the country's energy sector, Planning Commission is looking for suitable candidate for appointment against the Project "Integrated Energy Planning (IEP) for Sustainable Development". The candidates fulfilling the required qualification and experience, available at our website (www.pc.gov.pk) and summarized below, may apply:

Sr. No. 1	IEP Director
Grade	PPS-12
No. of Posts	01
Qualifications	Ph.D /Master's degree in engineering, science or energy related discipline from an accredited institution recognized by the Higher Education Commission (HEC) of Pakistan.
Experience	<ul style="list-style-type: none"> • Minimum 14 years of experience in case of Ph.D or minimum of 18 years' experience in case of Master's Degree with at least 10 years proven experience in energy planning and management, systems/energy modelling, energy economics or similar applications; • Preference will be given to the candidates having: <ul style="list-style-type: none"> - experience in applied research or policy analysis in Pakistan's energy sector. - knowledge of technical, commercial, regulatory and policy aspects of Pakistan's energy sector and global practices. • Strong management, interpersonal and communications skills. • Fluency in English and proficiency in computer applications, especially MS Office.
Duties and Responsibilities	<ul style="list-style-type: none"> • Supervise, manage and coordinate all activities and functions of the EPRC, including initial activities and issues related to setting up, operationalization and effective functioning of the Integrated Energy Planning (IEP) structure. • Contribute to formulation of integrated energy plans and policy recommendations and follow-up implementation with concerned agencies. • Lead interaction with the IEP Steering Committee (SC), TAG, and all relevant stakeholders regarding energy strategy, policy and planning directions and related analytical and informational needs. • On behalf of the EPRC, coordinate with government agencies, academic institutions and private sector entities to ensure stakeholder engagement and resolve/report issues and take remedial actions. Also coordinate with donor agencies, international organizations and consultants to ensure effectiveness of the IEP process. • Provide direction for research and development, surveys and data collection, training and systems deployment for sustained enhancement of IEP capabilities. • Provide day-to-day administration and management of the EPRC. • Undertake other responsibilities assigned under relevant GoP's rules of business or as directed by the M/o PD&SI, SC and TAG.
Max. Age	62 years
Duration	Initial appointment on contract for two (02) years, further extendable on yearly basis subject to satisfactory performance.
Salary	PPS-12; (Rs. 875,000 - 43,750 - Rs. 1,400,000) Standard pay package for Project Staff
Sr. No. 2	Senior Policy Analyst
Grade	PPS-11
No. of Posts	01
Qualifications	Master's degree in public policy, energy policy, energy planning, business administration, economics or related discipline from an accredited institution recognized by the Higher Education Commission (HEC).
Experience	<ul style="list-style-type: none"> • Minimum 12 years of relevant experience in energy policy and planning, quantitative analysis, economic impact assessments or similar applications; experience in energy models, energy audits and associated policy analysis in Pakistan will be given preference. • Knowledge of regulatory and policy aspects of Pakistan's energy sector and typical policy regimes globally, with ability to work across various aspects of policy design and assessment. • Strong management, interpersonal and communications skills. <p>Fluency in English and proficiency in computer applications, especially MS Office.</p>
Duties and Responsibilities	<ul style="list-style-type: none"> • Support the IEP Director in management and coordination of all activities and functions of the EPRC, including day-to-day administration and management of the EPRC and process. • Support, contribute and review Analysis and Policy WG outputs, reports and recommendations for approval by the IEP Director and onward communication and approval by the Technical Advisory Group (TAG) and the IEP Steering Committee (SC) and other relevant authorities. • Interaction with the IEP SC, TAG, federal and provincial ministries and other stakeholders and coordinate with them to ensure effectiveness of the IEP process. • Coordinate convening of meetings, agendas and working papers and prepare official record of meetings, decisions and outputs related to policy analysis and formulation activities. • Undertake other responsibilities assigned by the IEP Director.
Max. Age	50 years
Duration	Initial appointment on contract for two (02) years, further extendable on yearly basis subject to satisfactory performance.
Salary	PPS-11; (Rs. 612,500 - 30,625 - Rs. 980,000) Standard pay package for Project Staff

Sr. No. 3	Modelling Specialist
Grade	PPS-10
No. of Posts	02
Qualifications	<ul style="list-style-type: none"> Master's degree (16 years Qualification) in computer science, management science, engineering or related discipline from an accredited institution recognized by the Higher Education Commission (HEC). Preference will be given to holder of Ph.D or Masters degree in required fields.
Experience	<ul style="list-style-type: none"> Overall 10 years' experience with minimum 07 years of relevant experience in field of modelling preferably energy systems modelling and applications or simulation software with experience in energy sector. Preference will be given to the candidates having experience in use of energy planning/optimizations software tools (e.g., LEAP, TIMES/MARKAL, GCAM, etc.) Knowledge of energy sector in Pakistan and big data analytics/modelling. Fluency in English with strong interpersonal and communication skills. Proficiency in MS Office, spreadsheet analysis etc.
Duties and Responsibilities	<ul style="list-style-type: none"> Oversee and contribute to the development, enhancement, maintenance and operation of energy models to facilitate integrated energy planning and modelling activities. Support the Modelling WG in conceptualizing model scope, coverage, inputs and outputs, defining base assumptions and demand/supply forecasts, compiling data requirements, conducting modelling runs, iterations and calibration, undertaking scenario analysis, and interpreting and reporting model results. Support the Modelling WG in establishing, documenting and implementing procedures and protocols for regular data acquisition in standardized formats, and defining gaps/additional requirements for modelling purpose. Coordinate with Analysis and Policy, Forecasting and Data Management WGs to define model scope and tools, demands/supply forecasts, and data inputs, respectively, required for modelling purpose on ongoing basis.
Max. Age	45 years, relaxable as per government recruitment rules.
Duration	Initial appointment on contract for two (02) years, further extendable on yearly basis subject to satisfactory performance.
Salary	PPS-10; (Rs. 437,500 - 21,875 - Rs. 700,000) Standard pay package for Project Staff
Sr. No. 4	Office Assistant
Grade	PPS-05
No. of Posts	01
Qualifications	BA/BSc or equivalent qualification.
Experience	<ul style="list-style-type: none"> Minimum two years of relevant experience in general office duties, including secretarial support, filing, data compilation, report preparation, document formatting and graphics, etc. Proficiency in word processing/typing in English, business charts, spreadsheets, and document formatting. Understanding of basic administrative/accounting functions. Ability to communicate in English with adequate reading/writing skills. Computer proficiency in MS Word, PowerPoint and Excel. Graphics skills will be considered a bonus.
Duties and Responsibilities	<ul style="list-style-type: none"> Provide general office support to the EPRC staff and associated groups and committees, as required. Prepare/format management and technical reports and presentations, print/copy/scan documents, maintain filing systems, manage supplies and equipment inventories, and perform other general secretarial duties, as directed. Handle telephone communications, letters, emails, and other EPRC communications and facilitate external visitors/collaborators. Help organize and assist with IEP meetings and other events, as necessary. Assist with IEP staff's travel and logistical requirements, as required. Undertake other office responsibilities, as directed by senior IEP staff of the EPRC.
Max. Age	35 years
Duration	Initial appointment on contract for two (02) years, further extendable on yearly basis subject to satisfactory performance.
Salary	PPS-05; (Rs. 70,000 - 3500 - Rs. 112,000) Standard pay package for Project Staff

The Posts are to be filled on merit and contract basis with lump-sum salary package as mentioned against each.

- The application form (available on the website www.pc.gov.pk) must be submitted online within 15 days of publication of Advertisement. Applications received after due date will not be entertained.
- Only shortlisted candidates will be contacted.
- The candidates should bring original documents at the time of test / interview.
- Applicants working in Government Service/ Public Sector must apply through proper channel.
- No TA/DA is admissible during test/interview.
- Detailed ToRs of the above posts are available on the Planning Commission's website (www.pc.gov.pk)

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