



GOVERNMENT OF PAKISTAN
PLANNING COMMISSION
PLANNING AND DEVELOPMENT DIVISION
PROJECTS WING
Chughtai Plaza, Blue Area
Islamabad.

JOB OPPORTUNITIES

Project Director (Salary Rs. 90,000/- Per month all inclusive)

Qualifications

- o M.A (Economics)/ MBA/B.Sc (Engg.),
- o Good representation, coordination and liaison skills
- o Strong communication skills
- o Demonstrative ability to lead a team.

Experience

- o 20 years BPS-17 and above in project planning/monitoring,
- o Experience of Management of Development Projects will be preferred

Chief Monitoring Officer (Rs. 80,000/- (Per Month all Inclusive)

Qualifications

- o M.A (Economics), MSc (Agri. Economics), MBA, B.Sc (Engg.).
- o Mandatory Computer Literacy in Electronic Mailing, MS Words and MS Excel.

Experience

- o Ten years experience in Planning/implementation monitoring of development projects.
- o Experience in monitoring of Public Sector Development Projects be preferred

Monitoring Officer (Salary Rs. 55,000/- Per Month all Inclusive)

Qualifications

- o M.A (Economics), MSc (Agri. Economics), MBA, B.Sc (Engg.). Masters in Public Health
- o Computer Literacy in Electronic Mailing, MS Words and MS Excel.

Experience

- o Five years experience in Planning/Implementation and monitoring of development Projects.
- o Experience in monitoring of Public Sector development Projects be preferred.
- o Fresh Graduates with outstanding academic record and Project related research without any experience also be considered, as a special case.

Assistant Director (Admn & Accounts) (Salary Rs. 30,000/- Per Month all Inclusive)

Qualifications

- o Master/equivalent degree from any HEC recognized University.
- o Preference will be given to computer literate.

Experience

Three years experience of Administrative/Personal/procurement/ accounts related matters.

NOTE

- ✍ Application along with CV, a copy of NIC and other educational and experience certificates duly attested along with two recent photographs should reach the undersigned latest **by 6th November 2006**.
- ✍ Persons already in Government Service should apply through proper channel.
- ✍ Only short listed candidates will be called for test/interview.
- ✍ The post applied for should be clearly mentioned on the envelop as well as application.

- ✍ No TA/DA will be paid for appearing in test/interview or for joining duty upon selection.
- ✍ Planning Commission reserves the right to not fill any post or withhold appointments against the advertised posts.

Director General
Ph: 9204021



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JOB OPPORTUNITIES

Accountant (Salary Rs. 25,000/- (Per month all inclusive)

Age: 25-30

Qualifications

- M.B.A.
- Should be computer literate.

Experience

03 year experience in maintenance of cash/accounts books and reconciliation of accounts with AGPR

PA to Project Director (Salary Rs. 25,000/- (Per month all inclusive)

Age: 18-30

Qualification

- Graduate
- Speed of 80/40 words per minute (minimum) in shorthand typing respectively. Computer literate

Data Processing Supervisor (Salary Rs. 24,000/- (Per month all inclusive)

Age: 18-30

Qualification

- Graduate with 01 year Post Graduate Diploma in Computer Science.

Experience

- 02 years experience of working in computerized software environment.,
- Knowledge of financial data handling will be preferred

Computer Operator/ KPO (Salary Rs. 20,000/- (Per month all inclusive)

Age: 25-30

Qualification

Graduate

Experience

Minimum of 03 year of experience working in customized computer software and typing speed upto 40 words per minute.

Accounts Assistant/ Cashier (Salary Rs. 15,000/- (Per month all inclusive)

Age: 25-30

Qualification

- B. Com
- Should be computer literate.

Experience

02 year experience in maintenance of cash/accounts books and reconciliation of accounts

Assistant . (Salary Rs. 14,000/- (Per month all inclusive)

Age: 25-35

Qualification

- B.A./BSc/B.Com
- Should be computer literate

Experience

03 year experience in administrative/procurement matters

UDC. (Salary Rs. 10,000/- (Per month all inclusive)

Age: 22-30

Qualification

- Intermediate, with typing speed 30 w.p.m (minimum)
- Should be computer literate.

Experience

03 years experience in maintenance of office record and secretariat work

LDC (Salary 7,000/- Per month all inclusive)

Age: 18-30

Qualification

- Intermediate
- Should be Computer literate.

Experience

02 year's experience in relevant field

Naib Qasid (Salary 5,000/- Per month all inclusive)

Age: 18-30

Qualification

Primary

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