



# HIGHER EDUCATION COMMISSION PAKISTAN

## VACANCY ANNOUNCEMENT

S#	POSITION	QUALIFICATION & EXPERIENCE
1	<b>Adviser (Research)</b> <b>Terms:</b> MP-II (Contract Position) <b>Tenure:</b> 03 years <b>Maximum Age:</b> 62 years <b>Salary and Perquisite Package:</b> <b>Basic Pay: Rs.</b> 181,500 – 27,225 – 290,400 <b>House Rent:</b> Rs. 66,000 – 110,000 <b>Utilities: Rs.</b> 8,250 – 13,200 <b>Monetised Value of Transport Facility: Rs.</b> 77,430/- <b>Number of Posts:</b> 01 <b>Quota:</b> Merit = 01	<ul style="list-style-type: none"><li>• PhD degree from a high-quality university</li><li>• 18 years total experience in research/academia, with at least 5 years' experience managing research teams, and/or overseeing research funding programmes</li><li>• Experience of managing large, multi-participant research teams, with budgets of Rs. 1 billion or higher, or serving as the head of a research funding organisation with similar budgets, will be preferred</li><li>• Demonstrable evidence of high national and international recognition and networking</li><li>• Familiarity with the functioning of higher education institutions, including relevant policies, laws, regulations, and institutional processes</li><li>• A distinguished record of experience at the highest level of professional integrity</li><li>• Excellent written and oral communication skills</li></ul>
2	<b>Adviser</b> <b>Terms:</b> Regular Post, BPS-21 <b>Minimum Age:</b> 40 years <b>Maximum Age:</b> 55 years <b>Number of Posts:</b> 01 <b>Quota:</b> Punjab = 01	<ul style="list-style-type: none"><li>• PhD degree with 18 years' experience in the relevant field in BPS-17 and above or equivalent in a Government/Semi-Government/Public Sector Organisation/Autonomous Body/ Corporation OR</li><li>• BS/MA/MSc degree (i.e., 16 years of education) with 22 years' experience in the relevant field in BPS-17 and above or equivalent in a Government/Semi-Government/Public Sector Organisation/Autonomous Body/Corporation</li><li>• Candidate having research publications in journals of international repute will be preferred.</li></ul>
3	<b>Director General</b> <b>Terms:</b> Regular Post, BPS-20 <b>Minimum Age:</b> 40 years <b>Maximum Age:</b> 55 years <b>Number of Posts:</b> 12 <b>Quota:</b> Merit = 01 Punjab = 06 Punjab (Women) = 01 Sindh (R) = 01 Khyber Pakhtunkhwa = 02 FATA = 01	<ul style="list-style-type: none"><li>• PhD degree with 13 years' experience in the relevant field in BPS-17 and above or equivalent in a Government/Semi-Government/Public Sector Organisation/Autonomous Body/ Corporation OR</li><li>• BS/MA/MSc degree (i.e., 16 years of education) with 17 years' experience in the relevant field in BPS-17 and above or equivalent in a Government/Semi-Government/Public Sector Organisation/Autonomous Body/Corporation</li></ul>
4	<b>Director General (Quality Assurance)</b> <b>Terms:</b> MP-III (Contract Position) <b>Tenure:</b> 03 years <b>Maximum Age:</b> 62 years <b>Salary and Perquisite Package:</b> <b>Basic Pay: Rs.</b> 127,050 – 18,150 – 181,500 <b>House Rent:</b> Rs. 33,000 – 44,000 <b>Utilities: Rs.</b> 5,775 – 8,250 <b>Monetised Value of Transport Facility: Rs.</b> 65,060/- <b>Number of Posts:</b> 01 <b>Quota:</b> Merit = 01	<ul style="list-style-type: none"><li>• PhD degree from a university of high repute, and a first class academic record throughout. Minimum 8 years of experience as faculty member in a reputed university, including at least 4 years in quality assessment or quality enhancement. Evidence of excellence in teaching, research, and academic management. Have experience of monitoring policy implementation. Diversified experience in business development and entrepreneurial innovation would be given additional credit.</li></ul>
5	<b>Director General (Information Technology)</b> <b>Terms:</b> MP-III (Contract Position) <b>Tenure:</b> 03 years <b>Maximum Age:</b> 62 years <b>Salary and Perquisite Package:</b> <b>Basic Pay: Rs.</b> 127,050 – 18,150 – 181,500 <b>House Rent:</b> Rs. 33,000 – 44,000 <b>Utilities: Rs.</b> 5,775 – 8,250 <b>Monetised Value of Transport Facility: Rs.</b> 65,060/- <b>Number of Posts:</b> 01 <b>Quota:</b> Merit = 01	<ul style="list-style-type: none"><li>• BS/MA/MSc (16 years schooling) degree in Electrical Engineering, Electronics, Computer Science, IT or related subject. Minimum 8 years of work experience with at least 4 years in a managerial capacity to plan, manage, install and maintain IT and Telecom infrastructures of a major organisation and significant experience in the design, development, operation, and optimisation of large scale networks. Preference will be given to those with experience in multinational environments.</li></ul>
5	<b>Law Officer</b> <b>Terms:</b> Regular Post, BPS-17 <b>Minimum Age:</b> 21 years <b>Maximum Age:</b> 35 years <b>Number of Posts:</b> 03 <b>Quota:</b> Merit = 01 Punjab = 01 Sindh (U) = 01	<ul style="list-style-type: none"><li>• Bachelor's Degree in Law (LLB) or equivalent from HEC-recognised University/Institution with a first class academic record throughout, plus at least 02 years' experience as a practicing lawyer in the field of Services/Corporate Law. Must possess good verbal and written communication skills, MS Office proficiency is pre-requisite.</li></ul>

### Application Process:

- Please apply online through: <https://careers.hec.gov.pk/> within 30 days from the date of publication of advertisement.
- Please do not send hard copies of application, CV or documents.
- Full details of the position can also be seen at <https://careers.hec.gov.pk/>
- Those in government service should apply through proper channel. In case of selection for the positions at Sr. No. 1, 4 & 5, the candidate will either resign or seek retirement before joining in light of Government of Pakistan, Finance Division (Regulations Wing)'s O.M. No. 3(10) R-4/2000 dated May 8, 2001.
- Incomplete/late applications will not be entertained.
- Experience means experience gained after obtaining the minimum required qualification.
- Part time, honorary, apprentice, or intern experience will not be considered.
- Only eligible candidates will be called for interview.
- Interviews of eligible candidates can be arranged via audio/video conference.
- No TA/DA will be admissible for appearing in the interview.
- HEC is an equal opportunity employer.

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For enquiries, please contact:

For Technical/IT assistance, please call: 051-111-119-432 OR 0334-1119432