

Government of Pakistan
Ministry of Water Resources
Pakistan Commissioner for Indus Waters
Plot No.6, Attaturk Avenue, Sector G.5/1, Islamabad

SITUATION VACANT

Applications are invited for the following posts on project titled "Capacity Building of the offices of Pakistan Commissioner for Indus Waters" on "Contractual basis" initially for a period of two years extendable till life of the project upon satisfactory performance:-

S No	Name of post with PPS	No of posts	Maximum age limit years	Quota wise distribution of post(s)	Qualification
1	Office Manager PPS 6	1	33	Merit	MBA, M.A Economics, M.Com with 1 year experience in PSDP project or B.Com with 5 years' experience in PSDP project. Must be computer literate.
2	Accountant PPS-6	1	33	Merit	M.Com with 1 year PSDP project experience or B.Com with 5 years' experience in a PSDP project. Must be computer literate.
3	Assistant Accountant PPS 5	1	30	Merit	B.Com/B.A with Economics or Statistics. Minimum 1 year experience in a Govt. project. Must be computer literate.
4	Office Assistant PPS-5	1	33	Merit	B.A. Minimum 1 year experience in a Government project. Must be computer literate.
5	UX PPS	1	30	Merit	F.A. Minimum 1 year experience in a Government project. Must be computer literate.
6	Driver PPS 2	2	30	ICT Punjab 01	Primary pass. Minimum 1 year of working experience as driver with valid LTV driving license
7	Naib Qasid PPS 1	2	30	ICT Punjab 01	Primary pass. Minimum 1 year of working experience as Naib Qasid.
8	Security Guard PPS-2	3	30	ICT Punjab 01 Sindh 01	Matric. Retired army personnel will be preferred.

- Maximum age limit shall be calculated from the date of publication of the advertisement. The candidates who have served in public sector Development projects on contract/contingent paid /Daily wages basis, the period served shall be excluded for the purpose of determination of upper age limit. Retired Armed Forces personnel will be allowed age relaxation for 15 years or number of years actually served in Armed Forces of Pakistan whichever is less. However, maximum age should not be exceeding 60 years.
- Applications on the prescribed format (available on www.mowr.gov.pk) may be sent to the undersigned within 15 days of publication of the advertisement.
- Name of the post must be written on Right corner of the envelop.
- Incomplete applications or late received applications will not be considered.
- Only shortlisted candidates will be called for test/ interview.
- No TA/DA will be admissible for test/interview.
- The competent Authority has right to annul the process of recruitment partially or as a whole at any time without assigning any reason.
- Applicants already serving in Public sector must apply through proper channel and enclose departmental NOC /experience certificate with the application.
- If a candidate intends to apply for more than one post, separate application must be submitted for each post. Combined application submitted for more than one post shall be rejected.

(Adnan Muhammad)
Deputy Commissioner
for Indus Waters
Ph: 0519244658

APPLICATION FORM

Name of Post _____

1. Name of candidate (Block letters) _____

2. Father/Husband name _____

3. NIC No. _____

4. Date of birth _____

5. Age as on closing date of applications _____ years _____ months _____ days

6. Phone No (i) office _____ (Residence) _____ (iii) Mobile _____

7. Permanent address _____

8. Present address (Mailing address) _____

9. email _____

10. Educational qualifications.

Certificate/Degree	Name of Board/University	Subjects	Passing year	Grade/Division

11. Experience gained.

Name of Department/Organization	Post held	Period	Reasons for leaving	Experience Certificate attached
		Years	Months	

12. Computer knowledge of MS Word/ Excel. Yes/No (tick yes or No)

13. Any other information.

Passport
size photo

PID/01108/21