

CAREER OPPORTUNITY

MEPCO is one of the biggest Distribution Companies of Electricity in the Public Sector serving more than 7 million consumers having 1500+ employees with annual turnover of more than Rs. 200 Billion and consisting of operational area covering 13 districts of Punjab. The Charter of MEPCO is to provide reliable and safe electric power supply to its consumers in its jurisdiction.

The services of dynamic and high calibre professional candidates (male / female) from all over Pakistan for the following posts are required on the following Terms & Conditions:-

Post / Position	Qualification & Experience Required	Job Profile	Age limit	Salary
Chief Internal Auditor on 03 x years contract (with 06 x months' probation)	The candidate must have minimum ten (10) years post qualification experience including five (05) years supervisory experience in Audit Planning & Reporting in well reputed public / private or multinational organizations and he must be:- • certified internal auditor; or • member of recognized body of professional accountants; or • certified fraud examiner; • Certified internal control auditor OR • Person holding a Master Degree from a University recognized by HEC.	<ul style="list-style-type: none"> The Chief Internal Auditor, who is the head of Internal Audit function in the Public Sector Company shall be accountable to the Audit Committee and have unrestricted access to the record. To evaluate Accounting, Financial, Credit and other Operational activities as an independent appraisal function. To review and apprise the soundness, adequacy and application of accounting, financial & operational controls. To formulate and implement Internal Audit programs in such a way that all aspects of financial transactions are audited. To prepare reports / observation, comments and recommendations based on carried out work. To develop an effective team of competent subordinates who understand and are able to discharge the obligations of their positions / jobs. To undertake special investigation at the directives of the Audit & Finance Committee and Board of Directors. To have liaison with the External and Commercial auditors of the Company. 	Maximum 50 Years as on closing date	Market based salary
Chief Financial Officer (Non-career post) on 03 x years contract	Candidate must have a valid membership of a recognized body of professional accountants with at least fifteen (15) years post qualification relevant experience including five (05) years supervisory experience in Finance & Accounting in well reputed public / private or multinational organizations	Reporting to the Audit & Finance Committee & Board of Directors (BOD) MEPCO as Financial Advisor of the Company. The incumbent shall be responsible for managing the entire financial and accounting functions of MEPCO including implementation of sound financial strategies / policies, computerized accounting and management information systems, corporate planning, budgeting & funds management, risk management, debt management, maintaining an effective system of internal financial control, monitoring financial performance, maintaining proper books of accounts & annual reporting, coordinating with NEPRA for Tariff Determination, smooth functioning of ERP system and to ensure effective management of the Financial Resources of the Company. A proactive management style and experience of managing the "change" is a pre-requisite.	Maximum 50 Years as on closing date	Market based salary
Chief Information & Technological Officer (Non-career post) on 03 x years contract	BSc/MSc/BCE/NICE / BBE/MEE Candidate must have 20 years of varied experience of diverse projects with about 08 years in a similar capacity.	Reporting to the Chief Executive Officer MEPCO and the incumbent shall be responsible for managing the entire IT functions of MEPCO and will also provide technological vision and leadership in the development and implementation of company-wide information technology (IT) programs with the objective of directing IT related strategic plans, policies, procedures & programs for the company, IT operations of the company, network management, security management & reporting, team management & development, to ascertain & ensure hardware requirements for smooth IT operations and providing network communications & management information services to accomplish corporate goals and objectives.	Maximum 50 Years as on closing date	Market based salary
HR & Adm Director	MS (HRM) with seven (07) years post qualification experience. -OR- MBA/MPA specializing in Human Resources Management with ten (10) years post qualification experience. NOTE: The candidates should have an excellent track record of dynamic managerial performance. He should have demonstrated the foregoing attributes through actions / decisions and have contributed significantly in improving the performance of the company.	This is a senior managerial position in the top management team of the company. The job requires to bring in vibrant HR Policies & Procedures for developing motivated and efficient man power. He shall also be responsible for adequacy of administrative support / services e.g. Transportation and communication facilities and record management, safety and security etc. The key tasks include development of modern and effective management process aligned overall organizational objectives. The incumbent will be responsible for management activities like job design, recruitment, employee relations, performance appraisals, training & development and talent management.	Maximum 50 Years as on closing date	Market Based Salary
Director (Security & Vigilance) on 02 x years contract basis extendable on satisfactory performance	Retired Colonel / Lieutenant Colonel or above rank from Armed Forces including minimum 03 x years' Service in Military Police / Intelligence	Director (Security & Vigilance) will maintain policies to ensure physical safety of all assets owned by the company. He should have capability to resolve escalated issues arising from operations and must have knowledge to conduct Mock drills / Evacuation drills, analyse data to form proposal for improvements and have knowledge and practical experience in disaster management and should have organizational and leadership skills and working knowledge of SAP, MS Office & Excel. He should be fully responsible for all security & vigilance matters of the company. He should identify the sensitive spots in the company and keep an eye on personnel posted in such areas. He has to plan and enforce surprise and regular inspection to detect the systems and its failure and suggest corrective measures.	Maximum 55 Years as on closing date	Market based salary, equivalent to BPS-19
Director (Legal) on 01 x year contract basis extendable on satisfactory performance	Law Graduate from HEC recognized University, 15-Years regular practitioner Lawyer with 10-Years' experience as advocate High Court. The candidate should have relevant experience particularly in Electricity, Contract, Corporate & Revenue / Commercial Laws as well as service matters. Note: Diploma in Labour law will be considered as an additional qualification.	Director Legal will administer the overall legal matters of the company and will directly monitor important legal cases and will submit monthly progress report to CEO, to attend courts / tribunals / commission, to refer legal issues pertaining to policy matters to the Law Division for clarification / advice, to refer cases for legal opinion to the legal advisor where deems necessary, to engage counsel on behalf of CEO, to give advice on the labour laws / rules / regulations to the concerned authorities. He will be overall responsible for all legal matters of the company.	Maximum 45 years as on closing date	Market based salary, equivalent to BPS-19

- INSTRUCTIONS / TERMS AND CONDITIONS:-**
- The applicant must fill in the form available at the link i.e. <http://jpsc.com.pk/meeco-jobs/> got it printed, sign it and submit to the below mentioned address through post alongwith detailed CV highlighting the achievements made in the respective areas, attested copies of educational testimonials & experience certificates, 02 x Nos, references and 03 Nos. recent photographs.
 - The applications must reach on or before **13.09.2021**.
 - Applications incomplete in any respect or received after due date will not be entertained and no claim whatsoever thereof will be acceptable.
 - Candidates already serving in Government / Semi-Government Organization / Autonomous Bodies should apply through proper channel alongwith NOC of the respective department issued on its letter head.
 - Candidates shall be required to produce all original documents at the time of interview.
 - Only shortlisted candidates will be called for interview. No TA / DA in this regard will be admissible.
 - Candidates Dismissed / Terminated from any organization or having criminal record shall not be eligible. A declaration on non-judicial stamp paper of Rs. 100/- above effect should be provided at the time of interview.
 - The applications submitted by the candidates will be at the risk and cost of the applicant. Any information found bogus at any stage, during induction or later in service, will result in termination of candidature or employment thereof.
 - Age relaxation as per policy in vogue in MEPCO has already been included in above mentioned age limit and no further age relaxation will be granted in any case.
 - The above mentioned positions are purely contractual in nature, non-pensionable, no long-term benefit and shall not be converted into permanent position at any stage.
 - The appointment will be made subject to fulfillment of all legal / administrative formalities.
 - MEPCO reserves the right to withhold / cancel the whole recruitment process for any or all posts at any stage without assigning any reason.

**DIRECTOR GENERAL (HR & ADMN)
MEPCO HQS, KHANEWAL ROAD, MULTAN.
Phone No: 061-9220267**