



**PUBLIC PRIVATE PARTNERSHIP (PPP) CELL  
PLANNING & DEVELOPMENT BOARD  
GOVERNMENT OF THE PUNJAB**

**EMPLOYMENT OPPORTUNITIES**

**Overview**

Public Private Partnership Cell, Planning & Development Board, Government of the Punjab, invites applications from competent, hardworking and enthusiastic candidates **DOMICILED IN PUNJAB** for the following contractual positions on merit (One Year Contract, extendable upon satisfactory performance):

No.	Position	Qualification	Relevant Experience and Requirements
1.	Chief (Projects) / Director (Projects) No. of Positions: (03)	Master's degree in Economics, Business Administration, Construction Engineering and Management, M.E. Civil Engineering from a reputed, HEC recognized national or international university. PEC registration is mandatory in case of engineering degree. Foreign degree holders will be given preference.	At least 08 years of post-qualification relevant verifiable experience in planning, development, evaluation, execution and management of projects. PMP Certification shall be an added advantage. Ability to analyse and solve problems. Expertise with concepts of Public Private Partnership. Excellent oral and written communication skills in English. Must be a team member. Age: 45 years (Maximum)
2.	Environment Specialist No. of Positions: (03)	Master's degree in Environmental Sciences, Environmental Engineering from HEC recognized national or international university.	At least 08 years relevant verifiable post-qualification experience. Familiarity with concepts of Public Private Partnership. Should be able to analyse and solve problems. Should be able to work independently as well as part of a team. Excellent oral and written communication skills in English. Age: 35 years (Maximum)
3.	Gender Specialist No. of Positions: (03)	Master's degree in Gender Studies, Sociology, Social Work, Women Studies from HEC recognized national or international university.	At least 04 years of relevant verifiable post-qualification experience. Familiarity with concepts of Public Private Partnership. Should be able to analyse and solve problems. Should be able to work independently as well as part of a team. Excellent oral and written communication skills in English. Age: 35 years (Maximum)
4.	Social Safeguard Specialist No. of Positions: (03)	Master's degree in Anthropology, Sociology, Social Work from HEC recognized national or international university.	At least 04 years of post-qualification experience in relevant field. Familiarity with concepts of Public Private Partnership. Should be able to analyse and solve problems. Should be able to work independently as well as part of a team. Excellent oral and written communication skills in English. Age: 35 years (Maximum)
5.	Manager Finance No. of Positions: (03)	Master's degree in Finance, Business Administration from a reputed, HEC recognized national or international university.	At least 04 years of post-qualification relevant verifiable experience in managing financial systems of both Public and reputed donor funded projects. Expertise with concepts of Public Private Partnership. Should be able to work independently as well as part of a team. Excellent IT and communication skills. Age: 35 years (Maximum)
6.	Internal Auditor No. of Positions: (03)	Master's degree in Accounting, Finance, Chartered Accountant from HEC recognized national or international university/institution.	At least 04 years of relevant verifiable post-qualification experience in public and donor funded projects audit. Familiarity with concepts of Public Private Partnership. Well versed with audit process, procedures & policies. Should be able to work independently as well as part of a team. Excellent skills in computing skills, especially on Microsoft Excel. Age: 35 years (Maximum)
7.	Assistant Chief (Monitoring/Evaluation) Director (Monitoring) No. of Positions: (03)	Master's degree in Project Management, Business Administration (Finance), M.E. Civil Engineering from a reputed, HEC recognized national or international university. In case of engineering degree PEC registration is mandatory. Foreign degree holders will be given preference. PMP certification shall be an added value.	At least 04 years relevant verifiable post-qualification experience in monitoring and evaluation of projects. Expertise with concepts of Public Private Partnership. Should be able to work independently as well as part of a team. Hands on experience in Monitoring & Evaluation of large infrastructure and social sector development projects. Excellent IT and communication skills. Age: 35 years (Maximum)
8.	Assistant Chief (Admin) / Deputy Director (Admin) No. of Positions: (03)	Master's degree in Business Administration from a reputed, HEC recognized national or international university.	At least 04 years relevant verifiable post-qualification experience in operational management, administration, human resource management, public procurement. Well conversant with Punjab Procurement Rules, Contract Appointment Policy and other relevant rules & regulations. Familiarity with concepts of Public Private Partnership. Should be able to analyse and solve problems. Should be able to work independently as well as part of a team. Excellent IT and communication skills. Age: 35 years (Maximum)
9.	Legal Expert No. of Positions: (03)	Degree in Law from a reputed HEC recognized national or international university. Hands on knowledge and experience of PPP, contract, corporate law, firms and company law/AIS etc.	At least 04 years relevant verifiable post-qualification experience in the corporate law. Expertise in drafting and negotiating PPP/Concession agreements. Excellent IT and communication skills. Age: 35 years (Maximum)
10.	Planning Officer / Assistant Director (Planning) No. of Positions: (02)	Master's / Bachelor's (Hons) Degree in Financial, Mathematical Modeling, Economics, Project Management from a reputed, HEC recognized national or international university.	At least 03 years relevant verifiable post-qualification experience. Expertise with concepts of Public Private Partnership. Should be able to work independently as well as part of a team. Excellent IT and communication skills. Age: 33 years (Maximum)
11.	Graphic Designer No. of Positions: (03)	Master's Degree / Bachelor's (Hons) Degree in Graphic Design, Fine Arts from a reputed HEC recognized national or international university.	At least 02 years relevant verifiable post-qualification experience in graphic designing. Hands on experience of working on latest graphic designing software/s. In depth knowledge and experience of graphic designing techniques and technologies. Should be able to work independently as well as part of a team. Age: 30 years (Maximum)
12.	Assistant No. of Positions: (03)	Bachelor's degree/B(Hons) from HEC recognized national or international university.	At least 02 years relevant verifiable post-qualification experience preferably in public sector. Expertise in drafting letters, reports and secretarial work. Proficiency with basic computer skills, e.g. MS Office, Email etc. Age: 30 years (Maximum)
13.	Office Secretary No. of Positions: (03)	Bachelor's degree / B.S. (Hons) from HEC recognized national or international university.	At least 02 years relevant verifiable post-qualification experience. Proficiency in using computer. Expertise in drafting letters, reports and secretarial work. Excellent communication skills. Age: 30 years (Maximum)
14.	Receptionist (Female) No. of Positions: (03)	Intermediate / SSC recognized board.	At least 02 years relevant verifiable post-qualification experience in a reputable Public/Private sector organization. Proficiency in using computer. Well versed with the functions of switch board. Excellent communication skills. Age: 26 years (Maximum)
15.	Driver No. of Positions: (03)	Middle Pass, Valid and verifiable LTV driving license.	05 years' valid and verifiable experience of Light Transport Vehicle (LTV) driving. Age: 50 years (Maximum)

- General Conditions:**
- Applicants should apply online through [www.sbs.punjab.gov.pk](http://www.sbs.punjab.gov.pk) latest by 17<sup>th</sup> September, 2022.
  - Detailed eligibility criteria and job descriptions are available on PPP Cell website [www.pppcell.gov.pk](http://www.pppcell.gov.pk) as well as on Punjab Job Portal website [www.job.punjab.gov.pk](http://www.job.punjab.gov.pk)
  - Only on line applications will be accepted. No hard copy of application will be accepted.
  - It is mandatory for all candidates to upload the soft copies of their academic and job experience certificates while applying against positions.
  - Incomplete applications or those received without relevant documents shall not be considered for shortlisting.
  - The age of the candidate will be calculated on the last date of submission of application submission of false documents or completion of any fact will lead to disqualification of the candidate.
  - The above positions will be offered purely on merit and on contract basis.
  - Government employees' applications will only be entertained if they apply through proper channel.
  - Only short listed candidates shall be invited for interview. Short-listed candidates shall bring their original documents at the time of interview. No TA/DA will be admissible.
  - Public Private Partnership cell reserves the right to increase or decrease total number of post or not to fill any position.
  - The appointment of incumbent will neither confer any right of regular appointment to the same post nor shall the service counts towards seniority / pension etc.
  - General Age Relaxation on upper age limit shall be allowed up to 05 years for Male candidates, 08 years for Female candidates and 15 years for Disabled candidates, subject to provision of disability certificate issued by the relevant authority as per Government of Punjab Rules / Policy.