

**PLANNING & DEVELOPMENT BOARD  
GOVERNMENT OF THE PUNJAB**

**Vacancies Announcement**

Applications are invited for filling up the following positions on contract basis on market based salary under "Capacity Building Project of P&D for Improved Policy Planning and Monitoring of Development Process in Punjab (Phase-II)"

Sr. No.	Name of Position	No. of position	Qualifications & Experience	Age limit
1.	Infrastructure Development Advisor	01	<p><b>Qualification</b></p> <p>BSc in Civil Engineering from a well reputed HEC's recognized University.</p> <ul style="list-style-type: none"> <li>▪ Extensive knowledge and awareness of costing estimates for execution of projects/plans.</li> <li>▪ Demonstrated ability to identify, compile and analyze relevant technical information from a range of sources as the basis for summary reports and recommendations.</li> <li>▪ Demonstrated ability to communicate clearly and concisely both orally and in writing Project appraisals.</li> <li>▪ Extensive knowledge and ability to cooperate with officials in governments, intergovernmental organizations and other institutions and in collaborative networks and joint programmes.</li> <li>▪ Demonstrated ability to work effectively in a multidisciplinary team and in a multicultural environment.</li> <li>▪ Excellent communication, writing and presentation skills in English.</li> </ul> <p><b>Experience</b></p> <ul style="list-style-type: none"> <li>▪ Minimum 15 years experience in managing largescale infrastructure projects especially in context of public sector investments.</li> <li>▪ Adequate exposure to execution/implementation of projects under various procurement regimes including PPRA and NCB/ICB implementation as per procedure under assistance from International Development partners (World Bank/ADB/JICA and others)</li> <li>▪ Experience in the formulation, development and implementation of technical projects</li> <li>▪ Effective management and coordination skills.</li> <li>▪ Excellent report writing skills.</li> </ul>	Upto 60 years
2	Project Management & Implementation Specialist	03	<p><b>Qualification</b></p> <p>18 years Education in Business Administration/Project Management/Equivalent Qualification from HEC recognized National/International Universities. Qualification from reputed foreign Universities will be given due weightage.</p> <p>Project Management Professional (PMP) / PRINCE II certification etc. /trainings is a plus</p> <p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• At least three years' experience in the field of Project Management including practical experience in designing and implementation of Project Management tools/MS</li> </ul>	Upto 45 years

*6/11/11*

			Project Scheduling/ Primavera etc. /Project Planning tools (Gantt chart, Logic Network, Critical Path Method, PERT chart, Work Breakdown Structure and Logical Framework etc.) <ul style="list-style-type: none"> <li>• Candidate having Multinational/International Donor agencies experience will be given weightage.</li> <li>• Excellent knowledge of project related Computer Software.</li> <li>• Good writing, verbal communication and leadership skills</li> </ul>	
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1. Complete applications addressed to the undersigned alongwith attested copies of CNIC/Domicile Certificate/Educational Certificates/Degrees/Experience Certificates should reach the office of undersigned latest by **01.11.2019** during office hours.
2. Incomplete applications and those received after the last date shall not be entertained.
3. Government employees may apply through proper channel.
4. Short listed candidates shall only be called for interview. No TA/DA shall be allowed to those called for test/interview.
5. The contract period shall be initially for one year. The contract is likely to be extended with the approval of competent authority, subject to satisfactory performance.
6. Upper age limit of the candidates shall be considered on the last date of receipt of applications. Age relaxation of up to 5 years as per Punjab Govt. Policy has been included in the above age limits and no relaxation will be given thereafter.
7. The candidates shall bring the original documents at the time of interview.



**SECRETARY**  
P&D Board

Opposite Punjab Civil Secretariat, Lahore  
Phone No.042-99059212