



**GOVERNMENT OF THE PUNJAB  
PLANNING & DEVELOPMENT BOARD  
SOUTHERN PUNJAB POVERTY ALLEVIATION PROJECT**

**Positions Available**

Government of the Punjab in collaboration with International Fund for Agricultural Development (IFAD) has launched the Southern Punjab Poverty Alleviation Project (SPPAP)-IFAD Assisted in six districts of South Punjab i.e. Bahawalpur, Bahawalnagar, Muzaffargarh, Rajan Pur, Rahim Yar Khan and Dera Ghazi Khan.

In order to achieve the goals of SPPAP, applications are invited for the following posts as per given qualifications and criteria: -

Sr.No	Name of the Post	No. of Posts	Qualification & Experience	Age Limit		Pay Package /month (Rs.)	Location
				Min	Max		
1	Procurement Officer	1	Master Degree in Public or Business Administration/engineering degree with 3-5 years of professional experience in administrative and operational aspects of procurement with Government, semi Government, registered NGOs/firms. Working experience with Community Development Projects shall be preferred.	30	50	110,000	PMU-Bahawalpur
2	Internal Auditor	1	MBA Finance, M.Com, ACCA, CA Intermediate, ACMA, CPA (2nd division) from HEC recognized institution with 05 years of relevant Professional Experience in the field audit. Certified Internal Auditors (CIA) will be given preference. Working knowledge of regulations and procedures of international donors is preferred. Computer literacy with demonstrated use of word processing, database and presentation software (Word, Excel, Power Point etc.) Excellent writing and communications skills in English is required.	30	50	110,000	PMU-Bahawalpur
3	Assistant Director (Agriculture)	2	Master Degree in Agriculture (2nd Division) from HEC recognized institution with at least 5 years of relevant professional experience in Agriculture Development Project. Working experience with communities shall be preferred.	30	50	110,000	DMU Rahim Yar Khan (1) DMU Muzaffargarh (1)
4	Assistant Director (Livestock)	5	Degree in Animal Sciences (2nd Division) from HEC recognized institution with 5 years of relevant professional experience in Livestock Development Projects working experience with communities shall be preferred.	30	50	110,000	DMU Rahim Yar Khan (1), DMU Muzaffargarh (1), DMU Bahawalnagar (1), DMU DG Khan (1), DMU Rajan Pur (1)
5	Accounts Assistant	1	B.Com or equivalent qualification (2nd Division) from HEC recognized institute with 3-5 years of relevant experience in finance and accounts matter with strong IT skills.	28	35	70,000	PMU-Bahawalpur
6	Office Secretary	1	Graduation (2nd Division) HEC recognized institute with 3 years of relevant experience with strong IT skills.	20	35	40,000	PMU-Bahawalpur
7	M&E Assistant	1	Graduation (2nd Division) from HEC recognized institute with strong IT skills having at least 04 years of relevant professional experience in the area of monitoring and evaluation in Development Organizations or Projects, Experience with	20	35	40,000	PMU-Bahawalpur

			maintaining the Management Information System (MIS) & M&E System will be advantage.				
8	Office Assistant	4	Graduation (2nd Division) HEC recognized institute with 3 years of relevant experience with strong IT skills.	25	35	30,000	DMU Rahim Yar Khan (1), DMU Bahawalnagar (1), DMU DG Khan (1), DMU Rajan Pur (1)
9	Driver	8	Middle with LTV License and 3-5 years of driving experience	25	45	20,000	PMU Bahawalpur (3), DMU Bahawalpur (1), DMU Muzaffargarh (1), DMU Bahawalnagar (1), DMU DG Khan (1), DMU Rajan Pur (1)
10	Guard	7	Matriculate at least 2nd division, 3 years of relevant experience. Preference will be given to Ex-Army Persons	20	45	17,000	PMU Bahawalpur (1), DMU Bahawalpur (1), DMU Muzaffargarh (1), DMU Bahawalnagar (1), DMU DG Khan (1), DMU Rajan Pur (1), DMU Rahim Yar Khan (1)
11	Gardner	1	2 years of relevant experience.	20	35	17,000	PMU Bahawalpur
12	Sweeper	1	2 years of relevant experience.	18	35	17,000	PMU Bahawalpur

**Instructions:**

- a) Applicants are required to apply by sending the hard copies of applications, CVs and attested copies of educational certificates, experience certificates, CNIC, domicile and recent photograph at the given address latest by **10.12.2019**.
- b) Incomplete applications or applications received after due date will not be considered.
- c) Government employees may apply through proper channel. Government employees will be paid as per prevailing government policy.
- d) Only Punjab domicile will be considered.
- e) Separate application is necessary for each post.
- f) Females are strongly encouraged to apply for the posts mentioned at serial No. 1 to 8.
- g) Only eligible candidates will be invited for the test/interview and no TA/DA will be admissible.
- h) Candidates should bring original documents at the time of test/interview.
- i) The detail job descriptions, including experience, qualification and skills may be viewed at [www.jobs.punjab.gov.pk](http://www.jobs.punjab.gov.pk)

**Project Director,**  
 Southern Punjab Poverty Alleviation Project (SPPAP)-IFAD Assisted  
 House No 15-II/A, Sarwar Shaheed Road, Model Town A  
 Bahawalpur.  
 PH. No 062-9255540  
 Web: [www.sppap.org.pk](http://www.sppap.org.pk)  
 Email [pd.sppap@gmail.com](mailto:pd.sppap@gmail.com)