

JOB OPPORTUNITY

Rawalpindi Development Authority (RDA) invites applications from suitable and eligible candidates for following project post for Rawalpindi Ring Road Project under Project Management Unit (PMU) initially for a period of ten months likely to be continued for another period of 3 years.

Sr. No.	Name of the Post with pay	No. of Posts	Domicile	Qualification/ Experience	Age (Years)	
					Min	Max
1	Deputy Project Director (Salary = Rs.400,000/-)	01	Punjab	B.Sc Civil Engineering and registration with Pakistan Engineering Council (PEC). <ul style="list-style-type: none"> Should have over all experience of 10 years in design, planning, construction, operation, monitoring and management of infrastructure projects with at least 03years' service in a Senior Project Management Post Should have experience for implementation of mega projects executed under FIDIC / World Bank conditions / guidelines. Should have good knowledge of latest engineering codes of practices. Should be fully conversant with Environmental Impact Assessment (EIA) and Resettlement issues relating to mega projects and of Donor's requirements regarding social aspects of mega projects 	30	45
2	Procurement Specialist (Salary = Rs.300,000/-)	01	Punjab	B.Sc Civil Engineering and registration with Pakistan Engineering Council (PEC). <ul style="list-style-type: none"> Should have experience in preparation of the procurement plan as per requirement of Multilateral Development Banks. Should have over all experience of 8 years in procurement of works and goods as per Punjab Procurement Rules/ FIDIC/International Procurement. Must have conducted Procurements for Mega Projects in accordance with procurement policies of Multilateral Development Banks. Possess proven skills in tendering, estimation, contract negotiation, claims handling. Should have good knowledge on preparing and implementation of contract agreements in accordance with procurement Guidelines of Multilateral Development Banks. 	30	50
3	Financial Specialist (Salary = Rs.300,000/-)	01	Punjab	ACA, ACCA, ACMA, M.Com, or MBA (Finance) from a HEC recognized institute / university. <ul style="list-style-type: none"> Should have 10 years post qualification experience in case of ACA / ACCA / ACMA and 08 years in case of M.Com / MBA finance of public and /or private sector projects in a similar capacity Should have experience in developing financial management plans for Mega Infrastructure Projects in accordance with procurement policies of Multilateral Development Banks. Should have experience for implementation of mega projects executed under FIDIC / World Bank conditions / guidelines. 	30	45
4	Environmental Expert (Salary = Rs.300,000/-)	01	Punjab	M.Sc. in Environmental Sciences/ Engineering from a HEC recognized University <ul style="list-style-type: none"> Should have over all 8years' experience in formulating Environmental Impact Assessment (EIA) Reports for infrastructure projects. Should have experience in developing EIA Reports for at least 03 Nos. Infrastructure Mega Projects in accordance with procurement policies of Multilateral Development Banks 	30	45
5	Social Expert (Salary = Rs.300,000/-)	01	Punjab	M.Sc / MA in Rural Sociology / Sociology / Anthropology / Social Work from a HEC recognized University. <ul style="list-style-type: none"> Should have 08 years experience for implementation of RAP, SFA and outreach programs contain Mega projects executed under FIDIC / World Bank conditions / guidelines. Should have experience in developing & reviewing the Resettlement Plans for Infrastructure Mega Projects in accordance with procurement policies of Multilateral Development Banks Should be capable to address the complaints of Public related to re-settlement & re-location concerns. Should have conducted public hearings. 	30	45
6	Infrastructure Specialist (Salary = Rs.300,000/-)	01	Punjab	B.Sc in Civil Engineering from a HEC recognized University and registration with PEC. <ul style="list-style-type: none"> Should have over all experience of 08 years in the following areas: Should have experience in design, planning, construction, operation, monitoring and management of infrastructure Projects. Should have experience for implementation of mega projects executed under FIDIC / World Bank conditions / guidelines. Should have knowledge of latest Engineering codes of practices. 	30	45
7	Associate Engineer (Salary = Rs.175,000/-)	01	Punjab	03 Years Diploma in Civil technology from a recognized institute <ul style="list-style-type: none"> Should have over all (2)years' experience Should be computer literate having experience of computer aided design, estimation, auto cad etc. 	25	35
8	Quantity Surveyor (Salary = Rs.175,000/-)	01	Punjab	03 Years Diploma in Civil technology from a recognized institute <ul style="list-style-type: none"> Should have overall (2) years experience in Estimation of civil works Should be computer literate having experience in estimation, auto cad etc. 	25	35
9	Admin Officer (Salary = Rs.144,000/-)	01	Punjab	Master Degree from a HEC recognized University, preferably in HR. <ul style="list-style-type: none"> Should have minimum of 05 years experience office management Excellent command in MS Office package. 	25	40
10	Computer Operator/ Clerk (Salary = Rs.64,000/-)	04	Punjab	ICs from a HEC recognized University and diploma in computer sciences. <ul style="list-style-type: none"> Should have minimum of 02 years post qualification experience as computer operator. Should have experience of file management. Excellent command in MS Office package. 	25	35
11	Driver (Salary = Rs.25,600/-)	03	Punjab	Literate and LTV Driving License <ul style="list-style-type: none"> Should have experience of more than (02) years in different kind of vehicles driving. Should have experience of working as a driver in a professional environment. 	21	35
12	Office Boy (Salary = Rs.25,600/-)	04	Punjab	Literate <ul style="list-style-type: none"> Should have experience of working more than (02) years in different kind of office environment. 	18	35

Conditions:

- Interested Candidates can apply and view detailed eligibility / selection criteria, experience and job description of the positions on <https://www.jobs.punjab.gov.pk>
 - Application through other means like email, fax, Postal, Courier Services, In person, walk in will not entertained.
 - Short listed candidates will be called for interview.
 - Salary is negotiable accordingly to experience/ competency.
 - Appointment will be made on the recommendation of the competent authority.
- Last Date to apply for all positions is 01-01-2020**

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